



# राजपत्र, हिमाचल प्रदेश

## हिमाचल प्रदेश राज्य शासन द्वारा प्रकाशित

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शिमला, मंगलवार, 26 मार्च, 2013/5 चैत्र, 1934

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हिमाचल प्रदेश सरकार

विधि विभाग

अधिसूचना

शिमला-2, 24 मार्च, 2013

संख्या एल0 एल0 आर0-डी0(6)-2/2013-लेज.-हिमाचल प्रदेश की राज्यपाल, भारत के संविधान के अनुच्छेद 200 के अधीन प्रदत्त शक्तियों का प्रयोग करते हुए दिनांक 21-03-2013 को अनुमोदित हिमाचल प्रदेश विनियोग विधेयक, 2013 (2013 का विधेयक संख्यांक 1) को वर्ष 2013 के अधिनियम संख्यांक 22 के रूप में संविधान के अनुच्छेद 348 (3) के अधीन उसके अंग्रेजी प्राधिकृत पाठ सहित हिमाचल प्रदेश ई-राजपत्र में प्रकाशित करती हैं ।

आदेश द्वारा,  
चिराग भानू सिंह  
सचिव (विधि) ।

## हिमाचल प्रदेश विनियोग अधिनियम, 2013

### धाराओं का क्रम

धारा :

1. सक्षिप्त नाम ।
  2. हिमाचल प्रदेश राज्य की संचित निधि में से वित्तीय वर्ष 2012-2013 के लिए 8,70,16,39,392 रुपए की और राशि जारी करना ।
  3. विनियोग ।
- अनुसूची।

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2013 का अधिनियम संख्यांक 22

## हिमाचल प्रदेश विनियोग अधिनियम, 2013

(राज्यपाल महोदया द्वारा तारीख 21 मार्च, 2013 को यथाअनुमोदित)

31 मार्च, 2013 को समाप्त होने वाले वित्तीय वर्ष के लिए, हिमाचल प्रदेश राज्य की संचित निधि में से सेवाओं के लिए कतिपय और धनराशियों के संदाय को प्राधिकृत करने और उनका विनियोग करने के लिए अधिनियम ।

भारत गणराज्य के चौसठवें वर्ष में हिमाचल प्रदेश विधान सभा द्वारा निम्नलिखित रूप में यह अधिनियमित हो :-

1. **सक्षिप्त नाम.** - इस अधिनियम का सक्षिप्त नाम हिमाचल प्रदेश विनियोग अधिनियम, 2013 है ।
2. **हिमाचल प्रदेश राज्य की संचित निधि में से वित्तीय वर्ष 2012-2013 के लिए 8,70,16,39,392 रुपए की और राशि जारी करना.** - हिमाचल प्रदेश राज्य की संचित निधि में से अनुसूची के तृतीय स्तम्भ में विनिर्दिष्ट से अनधिक धनराशियों जिनका योग 8,70,16,39,392 रुपए (आठ सौ सत्तर करोड़ सोलह लाख उनतालीस हजार तीन सौ बानवे रुपए) है, संदत्त और उपयोजित की जाए, जिनका वित्तीय वर्ष 2012-2013 की अवधि में अनुसूची के द्वितीय स्तम्भ में विनिर्दिष्ट सेवाओं और प्रयोजनों से सम्बन्धित विभिन्न प्रभारों को चुकाने के लिए उपयोग किया जाएगा।

3. **विनियोग.** - इस अधिनियम द्वारा हिमाचल प्रदेश राज्य की संचित निधि में से संदत्त और उपयोजित किए जाने के लिए प्राधिकृत धनराशियों का इस अधिनियम की धारा 2 के अधीन विनिर्दिष्ट अवधि से सम्बन्धित अनुसूची में अभिव्यक्त सेवाओं और प्रयोजनों के लिए और विनियोजन किया जाएगा ।

## अनुसूची

(धारा 2 और 3 देखें)

मांग संख्या	सेवाएं और प्रयोजन	निम्नलिखित राशियों से अनधिक		
		विधान सभा द्वारा दत्तमत ₹	संचित निधि पर प्रभारित ₹	जोड़ ₹
1	2	3	4	5
1	विधान सभा (राजस्व) (पूँजी)	1,10,65,000 3,03,31,000	— —	1,10,65,000 3,03,31,000
2	राज्यपाल और मन्त्री परिषद् (राजस्व)	75,59,000	91,000	76,50,000
3	न्याय प्रशासन (राजस्व) (पूँजी)	1,71,64,000 3,79,10,000	1,58,60,000 —	3,30,24,000 3,79,10,000
4	सामान्य प्रशासन (राजस्व) (पूँजी)	4,98,88,000 2,86,50,000	84,49,000 —	5,83,37,000 2,86,50,000
5	भू-राजस्व और जिला प्रशासन (राजस्व) (पूँजी)	67,82,68,678 40,00,000	— —	67,82,68,678 40,00,000
6	आबकारी और कराधान (राजस्व) (पूँजी)	12,87,18,000 4,50,00,000	— —	12,87,18,000 4,50,00,000
7	पुलिस और सम्बद्ध संगठन (राजस्व) (पूँजी)	32,18,41,098 2,17,17,000	25,40,649 —	32,43,81,747 2,17,17,000
8	शिक्षा (राजस्व)	75,83,48,100	43,47,280	76,26,95,380
9	स्वास्थ्य एवं परिवार कल्याण (राजस्व)	21,14,39,000	—	21,14,39,000
10	लोक निर्माण-सड़क, पुल तथा भवन (राजस्व) (पूँजी)	1,000 8,24,17,000	— 4,02,97,000	1,000 12,27,14,000
11	कृषि (राजस्व)	31,23,32,430	—	31,23,32,430
12	उद्यान (पूँजी)	12,49,99,000	—	12,49,99,000
13	सिंचाई, जलापूर्ति एवं सफाई (राजस्व) (पूँजी)	— 3,000	2,51,870 —	2,51,870 3,000
14	पशु पालन, दुग्ध विकास एवं मत्स्य (राजस्व) (पूँजी)	5,000 4,53,35,500	914 —	5,914 4,53,35,500
15	योजना एवं पिछड़ा क्षेत्र उप-योजना (राजस्व) (पूँजी)	37,18,000 52,60,50,000	— —	37,18,000 52,60,50,000

1	2	3	4	5
16	वन और वन्य जीवन (राजस्व) (पूँजी)	2,000 26,36,000	2,83,260 —	2,85,260 26,36,000
17	निर्वाचन (राजस्व)	18,16,32,529	—	18,16,32,529
18	उद्योग, खनिज, आपूर्ति (राजस्व) और सूचना एवं प्रौद्योगिकी (पूँजी)	6,58,68,659 4,80,00,000	— —	6,58,68,659 4,80,00,000
19	सामाजिक न्याय एवं अधिकारिता (राजस्व) (पूँजी)	43,27,24,549 5,00,000	— —	43,27,24,549 5,00,000
20	ग्रामीण विकास (राजस्व)	28,09,99,000	—	28,09,99,000
21	सहकारिता (राजस्व) (पूँजी)	42,65,000 85,14,000	— —	42,65,000 85,14,000
22	खाद्य और नागरिक आपूर्ति (राजस्व)	19,59,93,345	2,06,953	19,62,00,298
23	विद्युत विकास (राजस्व)	73,79,60,054	—	73,79,60,054
24	मुद्रण और लेखन सामग्री (राजस्व)	13,59,000	—	13,59,000
25	सड़क और जल परिवहन (राजस्व) (पूँजी)	73,41,76,000 5,77,000	— —	73,41,76,000 5,77,000
27	श्रम, रोजगार और प्रशिक्षण (राजस्व) (पूँजी)	9,39,81,932 18,43,77,000	— —	9,39,81,932 18,43,77,000
28	शहरी विकास, नगर एवं ग्राम योजना तथा आवास (राजस्व)	54,92,25,000	—	54,92,25,000
29	वित्त (राजस्व) (पूँजी)	12,000 1,000	47,23,68,327 —	47,23,80,327 1,000
30	विविध सामान्य सेवाएं (राजस्व)	8,21,34,103	—	8,21,34,103
31	जनजातीय विकास (राजस्व) (पूँजी)	28,70,46,400 10,03,000	18,962 —	28,70,65,362 10,03,000
32	अनुसूचित जाति (राजस्व) उप-योजना (पूँजी)	62,60,46,800 19,11,30,000	— —	62,60,46,800 19,11,30,000
	जोड़ (राजस्व)	6,77,37,73,677	50,44,18,215	7,27,81,91,892
	(पूँजीगत)	1,38,31,50,500	4,02,97,000	1,42,34,47,500
	कुल जोड़	8,15,69,24,177	54,47,15,215	8,70,16,39,392

**THE HIMACHAL PRADESH APPROPRIATION ACT, 2013**

## ARRANGEMENT OF SECTIONS

*Sections:*

1. Short title.
2. Issue of a further sum of ₹ 8,70,16,39,392 out of the Consolidated Fund of the State of Himachal Pradesh for the financial year 2012-2013.
3. Appropriation.

## THE SCHEDULE

Act No. 22 of 2013

**THE HIMACHAL PRADESH APPROPRIATION ACT, 2013**(As Assented to by the Governor on 21<sup>ST</sup> MARCH, 2013)

AN

ACT

*to authorise payment and appropriation of certain further sums from and out of the Consolidated Fund of the State of Himachal Pradesh for the services for the financial year ending on the 31<sup>st</sup> day of March, 2013.*

BE it enacted by the Legislative Assembly of Himachal Pradesh in the Sixty fourth Year of the Republic of India as follows :—

- 1. Short title.**—This Act may be called the Himachal Pradesh Appropriation Act, 2013.
- 2. Issue of a further sum of ₹ 8,70,16,39,392 out of the Consolidated Fund of the State of Himachal Pradesh for the financial year 2012-2013.**—From and out of the Consolidated Fund of the State of Himachal Pradesh, there may be paid and applied sums not exceeding those specified in column (3) of the Schedule amounting in the aggregate to the sum of ₹ 8,70,16,39,392 (Rupees Eight hundred seventy crores sixteen lakh thirty nine thousand three hundred ninety two only) towards defraying the several charges which will come in course of payment during the financial year 2012-2013 in respect of the services and purposes specified in column (2) of the Schedule.
- 3. Appropriation.**—The sums authorized to be paid and applied from and out of the Consolidated Fund of the State of Himachal Pradesh by this Act shall be further appropriated for the services and purposes expressed in the Schedule in relation to the period specified under section 2 of this Act.

**THE SCHEDULE**

(See sections 2 and 3)

Demand No.	Services and purposes		Sums not exceeding		
			Voted by the Legislative Assembly	Charged on the	Total Consolidated Fund
			₹	₹	₹
1	2	3	4	5	
1	Vidhan Sabha	(Revenue) (Capital)	1,10,65,000 3,03,31,000	— —	1,10,65,000 3,03,31,000
2	Governor and Council of Ministers	(Revenue)	75,59,000	91,000	76,50,000
3	Administration of Justice	(Revenue) (Capital)	1,71,64,000 3,79,10,000	1,58,60,000 —	3,30,24,000 3,79,10,000
4	General Administration	(Revenue) (Capital)	4,98,88,000 2,86,50,000	84,49,000 —	5,83,37,000 2,86,50,000
5	Land Revenue and District Administration	(Revenue) (Capital)	67,82,68,678 40,00,000	— —	67,82,68,678 40,00,000
6	Excise and Taxation	(Revenue) (Capital)	12,87,18,000 4,50,00,000	— —	12,87,18,000 4,50,00,000
7	Police and Allied Organisations	(Revenue) (Capital)	32,18,41,098 2,17,17,000	25,40,649 —	32,43,81,747 2,17,17,000
8	Education	(Revenue)	75,83,48,100	43,47,280	76,26,95,380
9	Health and Family Welfare	(Revenue)	21,14,39,000	—	21,14,39,000
10	Public Works—Roads, Bridges and Buildings	(Revenue) (Capital)	1,000 8,24,17,000	— 4,02,97,000	1,000 12,27,14,000
11	Agriculture	(Revenue)	31,23,32,430	—	31,23,32,430
12	Horticulture	(Capital)	12,49,99,000	—	12,49,99,000
13	Irrigation, Water Supply and Sanitation	(Revenue) (Capital)	— 3,000	2,51,870 —	2,51,870 3,000
14	Animal Husbandry, Dairy Development and Fisheries	(Revenue) (Capital)	5,000 4,53,35,500	914 —	5,914 4,53,35,500
15	Planning and Backward Area Sub-Plan	(Revenue) (Capital)	37,18,000 52,60,50,000	— —	37,18,000 52,60,50,000
16	Forest and Wild Life	(Revenue) (Capital)	2,000 26,36,000	2,83,260 —	2,85,260 26,36,000
17	Election	(Revenue)	18,16,32,529	—	18,16,32,529

1	2	3	4	5
18	Industries, Minerals, Revenue) Supplies & Information (Capital) Technology	6,58,68,659 4,80,00,000	— —	6,58,68,659 4,80,00,000
19	Social Justice and (Revenue) Empowerment (Capital)	43,27,24,549 5,00,000	— —	43,27,24,549 5,00,000
20	Rural Development (Revenue)	28,09,99,000	—	28,09,99,000
21	Co-operation (Revenue) (Capital)	42,65,000 85,14,000	— —	42,65,000 85,14,000
22	Food and Civil Supplies (Revenue)	19,59,93,345	2,06,953	19,62,00,298
23	Power Development (Revenue)	73,79,60,054	—	73,79,60,054
24	Printing and Stationery (Revenue)	13,59,000	—	13,59,000
25	Road and Water (Revenue) Transport (Capital)	73,41,76,000 5,77,000	— —	73,41,76,000 5,77,000
27	Labour, Employment (Revenue) and Training (Capital)	9,39,81,932 18,43,77,000	— —	9,39,81,932 18,43,77,000
28	Urban Development, (Revenue) Town and Country Planning and Housing	54,92,25,000	—	54,92,25,000
29	Finance (Revenue) (Capital)	12,000 1,000	47,23,68,327 —	47,23,80,327 1,000
30	Miscellaneous General (Revenue) Services	8,21,34,103	—	8,21,34,103
31	Tribal Development (Revenue) (Capital)	28,70,46,400 10,03,000	18,962 —	28,70,65,362 10,03,000
32	Scheduled Castes Sub- (Revenue) Plan (Capital)	62,60,46,800 19,11,30,000	— —	62,60,46,800 19,11,30,000
	<b>Total (Revenue)</b>	<b>6,77,37,73,677</b>	<b>50,44,18,215</b>	<b>7,27,81,91,892</b>
	<b>(Capital)</b>	<b>1,38,31,50,500</b>	<b>4,02,97,000</b>	<b>1,42,34,47,500</b>
	<b>Grand Total</b>	<b>8,15,69,24,177</b>	<b>54,47,15,215</b>	<b>8,70,16,39,392</b>

**HIGH COURT OF HIMACHAL PRADESH, SHIMLA-171 001**

No. HHC/Rules/Sub.Courts/2012-  
Dated Shimla, the 18th March, 2013.

From

The Registrar General,  
High Court of Himachal Pradesh,  
Shimla - 171 001.

To

All the District and Sessions  
Judges in Himachal Pradesh.

Subject: Framing of Rules "**Himachal Pradesh Subordinate Courts' Staff (Recruitment, Promotion and conditions of Service) Rules, 2012**"-copy thereof.

Sir,

I have been directed to send herewith a copy of Rules "**Himachal Pradesh Subordinate Courts' Staff (Recruitment, Promotion and conditions of Service) Rules, 2012**" so received from the Government of Himachal Pradesh, for favour of information and necessary action with a request to circulate the copy of notification of the Rules amongst all the Judicial Officers working under your control.

Kindly acknowledge receipt.

Yours faithfully,  
**A. C. Dogra,**  
*Registrar General.*



No. Home-B(A)3-9/2012-HC  
Government of Himachal Pradesh  
Department of Home

From:

The Addl. Chief Secretary (Home) to the  
Government of Himachal Pradesh.

To

The Registrar General,  
Himachal Pradesh High Court,  
Shimla – 171001.  
Dated Shimla-2, the 12/03/2013

Subject: Framing of the Rules “The Himachal Pradesh Subordinate Courts' Staff Recruitment, Promotion and Conditions of Service) Rules, 2012” Approval thereof.

Sir,

I am directed to refer to your letter No. HHC / Rules /Sub.Courts /2012-32565 dated 20<sup>th</sup> – 21/11/012 on the subject cited above and to convey the approval of the Governor of H.P. in the draft R&P Rules for “The Himachal Pradesh Subordinate Courts' Staff Recruitment, Promotion and Conditions of Service) Rules, 2012” (copy enclosed). It is further informed that as per Articles 227 of the Constitution of India and Section 18 of the Himachal Pradesh Court's Act, 1976 these rules are required to be notified by Registry of Hon'ble High Court of Himachal Pradesh.

You are, therefore, requested on the administrative side to kindly take further necessary action accordingly in the matter.

Yours faithfully,

Sd/-  
*Deputy Secretary (Home) to the  
Government of Himachal Pradesh.*

**HIGH COURT OF HIMACHAL PRADESH SHIMLA-171001**

No. HHC/Rules/ Sub.Courts/2012-32565

Dated Shimla, the

12th March, 2013.

**NOTIFICATION**

In exercise of the powers conferred by Articles 227 of the Constitution of India read with Section 4 of the Himachal Pradesh Subordinate Courts Employees (Pay Allowances and other condition of service) Act, 2005 and Section 18 of the HP Court's Act, 1976 and all other powers enabling thereto, the High Court of Himachal Pradesh with the prior approval of H.E. the Governor of Himachal Pradesh is pleased to make the following rules, namely:-

**Part-I General**

<b>Short title and Commencement.</b>	1 (a)	These Rules may be called the <b>Himachal Pradesh Subordinate Courts' Staff (Recruitment, Promotion and conditions of Service) Rules, 2012.</b>
	(b)	These shall come into force from the date of their publication in the <b>Gazette (e-gazette)</b> of the Himachal Pradesh.
<b>Definitions.</b>	2	In these Rules, unless there is anything repugnant in the subject or context:-
	(1)	<b>"Appointing Authority"</b> means the District Judge.
	(2)	<b>"Appellate Authority"</b> means the Hon'ble Chief Justice or such other Hon'ble Judge of the High Court of Himachal Pradesh as may be nominated by the Hon'ble Chief Justice.
	(3)	<b>"Chief Justice"</b> means the Chief Justice of the High Court of Himachal Pradesh.
	(4)	<b>"Cadre"</b> means the total strength of posts sanctioned as a separate unit as shown in Schedule I attached to these rules.
	(5)	<b>"District Judge"</b> means the District Judge of a District as Defined in Section 2 (b) of the Himachal Pradesh Court Act, 1976.

	(6)	<b>“Direct Recruitment”</b> means the recruitment on regular basis or on contract basis through competitive examination.
	(7)	<b>“Examination Committee”</b> means a Committee of Judge (s) of the High Court of Himachal Pradesh to be nominated by the High Court of Himachal Pradesh.
	(8)	<b>“Examination Fee”</b> means the fee as notified in the advertisement inviting application to be deposited in the shape of crossed Indian Postal Orders/Demand Draft in favour of Registrar General, High Court of Himachal Pradesh, and Shimla payable at Shimla, which shall be deposited in a separate Head and shall be utilized for conducting the examination from time to time.
	(9)	<b>“Government”</b> means the Government of Himachal Pradesh.
	(10)	<b>“High Court”</b> means the High Court of Himachal Pradesh.
	(11)	<b>“Other Backward Classes”</b> means castes/communities declared as such by the State Government from time to time.
	(12)	<b>“Post”</b> means any post described in Schedule-I.
	(13)	<b>“Promotion”</b> means promotion to a post or class of posts.
	(14)	<b>“Recognized University/Board”</b> means any University, Board which is recognized by the Government of India or the Govt. of Himachal Pradesh.
	(15)	<b>“Recruitment Cell”</b> means the Subordinate Courts staff selection Recruitment Cell constituted by the High Court of Himachal Pradesh, which shall be headed by the Judge of High Court as in-charge of the cell.
	(16)	<b>“Scheduled Castes”</b> means the castes, races or tribes or parts of groups within castes, races or

		tribes specified in the constitution (Schedule Castes) order, 1950, as amended by Section 19 (1) read with the First Schedule of the State of Himachal Pradesh Act, 1970 (Act 53 of 1970) and as it may further be amended from time to time>
	(17)	<b>“Scheduled Tribes”</b> means the tribes of tribal communities or parts of or groups within tribes or tribal communities specified in the Constitution (Schedules Tribes) order, 1950, as amended by Section 20(1) read with the third Schedule of the State of Himachal Pradesh Act, 1970 (53 of 1970) and as it may be further amended from time to time.
	(18)	<b>“Schedule”</b> means the Schedules appended to these rules.
	(19)	<b>“Selection”</b> means promotion to a post or class of posts by selection based on merit with due regard to seniority.
	(20)	<b>“Service”</b> means service in class-III and class IV posts in the Courts Subordinate to the High Court.
<b>Application.</b>	3.	These Rules shall apply to all the employees of the Subordinate Courts in Himachal Pradesh except the Superintendents Grade-I of the courts of District and Sessions Judge.

### **Part-II**

<b>General.</b>	4.(1)	The Establishment of the Subordinate Court shall consist of the posts specified in Schedule-I, of these rules carrying such pay scales as may be notified by the State Government from time to time.
	(2)	In case any permanent or temporary post is sanctioned by the State Government carrying duties or responsibilities of like manner to the cadre post the High Court may modify the Schedule-I to these rules accordingly.

<b>Eligibility.</b>	5.	A candidate for appointment to any post on the establishment of the Subordinate Courts must be a citizen of India.
<b>Polygamy.</b>	6.	No person shall be eligible for appointment to a post in a Subordinate Court:
	(a)	Who has entered into or contracted a marriage with a person having a spouse living or
	(b)	Who having a spouse living has entered into or contracted a marriage with any person :  Provided that the appointing authority may with the approval of the Chief Justice, if satisfied that such marriage is permissible under personal law applicable to such person and the other party to the marriage and there are other grounds for so doing exempt any person from the operation of this rule.
<b>Method of Recruitment.</b>	7.	Recruitment to a post or class of posts may be made by promotion/direct recruitment as per following procedure:
	(a)	The District & Sessions Judges, shall calculate all the vacancies likely to occur during the coming year i.e. from 1 <sup>st</sup> April to 31 <sup>st</sup> March plus 10% of the anticipated vacancies likely to occur due to unforeseen circumstances, in their respective Civil and Sessions Divisions and forward the same to the In charge, so as to reach on or before 30th June every year.
	<b>Note:-</b>	The Administrative Committee shall be assisted by one of the Registrar as its Member- Secretary as nominated by Hon'ble the Chief Justice. In addition, the Chief Justice may also nominate the District and Sessions Judge of the concerned District as ex-officio member to assist the Cell.
	(b)	The Member Secretary of the Cell shall thereafter notify such vacancies, including 10% of the anticipated vacancies, to all District/Sub-Employment Exchanges in the State, issue advertisement notice for its publication in two

		Daily Newspapers, one in Hindi and one in English, having wide circulation in the State and also on the Websites/ Notice Boards of the High Court as well as the Subordinate Courts in the State on or before <b>31<sup>st</sup> July</b> , every year.
	(c)	The Employment Exchanges shall sponsor the names of eligible candidates to the Member Secretary of the Recruitment Cell on or before <b>31<sup>st</sup> August</b> every year. The candidates desirous to apply for such post (s) pursuant to the advertisement shall submit their applications in the prescribed form to the Member Secretary of Recruitment Cell, on or before <b>31<sup>st</sup> August</b> , either by post, or in person. However, the last date for receipt of applications from the candidates residing in tribal areas of Himachal Pradesh shall be <b>15<sup>th</sup> September</b> .
	(d)	The name sponsored by the Employment Exchanges and the applications of the eligible staff members working in the Subordinate Courts, as well as the applications received directly from the desirous candidates, shall thereafter be scrutinized by the 'Recruitment Cell' on or before <b>15<sup>th</sup> October</b> every year, to prepare the list of the eligible candidates. The list of the eligible candidates shall be put on the website (s) latest by <b>18<sup>th</sup> October</b> .
	(e)	Written test shall be held under the supervision of Administrative Committee of the Recruitment Cell by the Committee to be constituted by the Administrative Committee on or before <b>20<sup>th</sup> November</b> every year at the places notified by the Administrative Committee.
	(f)	The Administrative Committee of the Recruitment Cell shall cause to conduct the written examination consisting of 90 marks as per procedure prescribed in Rules.
	(g)	Three or four question papers so set up, by the Recruitment Cell shall be sent to the examination centers a day in advance. The decision of the

		<p>Committee to be taken half an hour before the commencement of the examination shall be communicated to the centre and only one of sets of question papers shall be opened on the date of examination as per the decision of the Committee and communicated by Member Secretary. The Judicial Officer in – charge of examination center after opening the seal, shall record a certificate to the effect that while opening the question paper, the seals are found intact. After the examination is over, the Judicial Officer in-charge of examination center shall record a certificate that the answer sheets were sealed in his presence and handed over to the officer/ official concerned alongwith the list of the candidates who appeared in the examination. He shall also cause to hand over the impression of the seal to the officer/official so deputed by the Recruitment Cell. After receipt of answer-sheets, the concerned officer/official shall hand over the same to the Member Secretary. The Member Secretary shall thereafter hand over the sealed cover (s) to the Evaluator (s) to be nominated by Administrative Committee for the purpose of evaluation which process shall be completed by him/ them by <b>30<sup>th</sup> November</b>. The Member Secretary after receipt of the answer sheets so evaluated shall prepare the merit list of the candidates. The Typing Test of the selected candidates wherever applicable shall be conducted by <b>15<sup>th</sup> December</b>. Only those candidates who qualify the test as specified in Schedule-II of these rules will be eligible to be called for viva voce.</p>
	(h)	<p>Viva voce shall be conducted on the basis of the merit list so prepared by Committee consisting of the Member Secretary and two District and Sessions Judges to be nominated by the High Court. The senior most of the three shall head the Committee. Number of candidates to be called for interview shall be three times of the number of total vacancies.</p>
	(i)	<p><b>The final result shall be declared on or before 1<sup>st</sup> January of the succeeding year.</b></p>

	(j)	The select list shall be valid till one year or <b>31<sup>st</sup> March</b> of the next recruitment year, which ever is earlier.
	(k)	After the select list is prepared the Member Secretary shall in accordance with the guidelines issued by the Examination Committee each year shall allot candidates to district (s). The Examination Committee while framing the guidelines shall take into consideration the home district /adjacent district number of vacancies available including the exigencies of service.
<b>Reservation.</b>	8.	The reservations shall be regulated as per instructions issued by the State Government vide letter dated 20.8.1998 and as amended from time to time, appended as Schedule-III.
<b>Qualifications.</b>	9.	The qualifications for recruitment to any post or class of posts shall be such as are specified in the Schedule-II.
<b>Appointments.</b>	10.	All appointments shall be made by the District and Sessions Judge of the Division in accordance with these rules.
<b>Probation.</b>	11.(a)	Every person appointed/ promoted to a permanent post shall be on probation for a period of two years:-  Provided that the period of probation, may in the case of any person be extended on year to year basis for maximum of two year by the Appointing Authority for reasons to be recorded, in writing. However probation of promotes clerks will be regularized as per Schedule-II
	(b)	A person on probation shall be liable to be discharged from service without assigning any reason :-  Provided that if he holds lien on any permanent post in any other service he shall be liable to be reverted to that post.
	(c)	A person on probation, who holds a lien on any permanent post shall if he so desires during the



		period of probation have the option to revert to his permanent post after giving due notice.
<b>Contract Appointment(s).</b>	12.	Contract employees shall be eligible for regularization as per policy framed by the State Government from time to time in this behalf, subject to availability of post and depending upon the work and conduct.
<b>Ad-hoc appointments.</b>	13.	Where it is necessary to fill up a vacancy in any cadre and undue or administrative inconvenience is expected in appointing a person in accordance with these rules, the appointing authority; may appoint / promote and suitable person on ad-hoc basis for a term not exceeding one year or until an appointment to the post is made in accordance with these rules, whichever is earlier.
<b>Confirmation.</b>	14.	A person appointed on probation may be confirmed by the appointing authority on satisfactory completion of his/ her initial or extended period of probation.
<b>Seniority.</b>	15.(1)	Persons appointed in a substantive or officiating capacity; in a cadre in the civil and Sessions Division on the date immediately proceeding the date on which these rules came into force shall retain the relative seniority already assigned to them.
	(2)	Subject to provision of sub-rules (1) and (3) of this rule, permanent members in each cadres shall rank senior.
	(3)	The seniority of the direct recruits shall be determined by the order of merit in which they are selected for appointment and persons appointed as a result of an earlier selection shall be senior to those appointed as a result of subsequent selection.
	(4)	The relative seniority-cum-merit to the various posts shall be determined on the basis of their length of service in the feeder cadre.
	(5)	Where the promotions are made on the basis of selection on merit only, the seniority of such

		promotees shall be in the order of merit determined by the appointing authority. The inter-se seniority between direct recruits and promotees shall be determined on the principal of rota quota.
<b>Age.</b>	16.	No person shall be eligible for direct recruitment to the service if he is below 18 years of age as on the first day of January of the recruitment year and not more than 45 years of age on that date. However, in the case of candidate belonging to Scheduled caste, Schedule Tribe, backward classes or who is an ex-servicemen, upper age limit shall be the same as may, from time to time, be prescribed by the State Government for entry into service for such candidates.
<b>Condition of Service.</b>	17.	In respect of all such matters regarding the conditions of service of the members of the service for which no provision or insufficient provision has been made in these rules, the rules and orders for the time being in force and are applicable to officials/servants holding corresponding posts in the High Court of Himachal Pradesh shall regulate the conditions of service of the members of the service subject to such modifications variations or exceptions, if any, in the said rules and orders, as the High Court may from time to time specify.
<b>Transfer.</b>	18.(a)	The appointing authority may transfer a member of the service within the civil and Sessions Division carrying corresponding scales and grades of pay in the public interest.
	(b)	By inter-district transfer from other courts in the State, including the High Courts, on an application in writing by a willing candidate(s):  Provided that such transfer can be ordered only by the Chief Justice in accordance with the guidelines to be specified by the Hon'ble Chief Justice from time to time.

**Part-III**  
**Control and Discipline**

	19.	All members of the service shall be governed by the Central Civil Service Rules (as adopted by the Government of H.P.) and the Himachal Pradesh Civil Service Rules including the instructions issued there under from time to time.
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**Part-IV**

<b>Interpretation:</b>	20.	All questions relating to the interpretation of these rules shall be referred to the Chief Justice whose decision thereon shall be final.
<b>Removal of difficulties</b>	21.	If any difficulty arises in giving effect to any of the provisions of these rules, the Chief Justice may by order in writing direct what appears to him to be necessary for the purpose of removing the difficulty.
<b>Relaxation</b>	22.	Hon'ble the Chief Justice, on being satisfied that the operation of any rule is causing undue hardship in any particular case, may relax the requirement of that rule to such an extent and subject to such conditions as he may consider necessary for dealing with the case in a just and equitable manner :  "Provided that no relaxation in respect of age, essential qualification etc. shall be made in case of direct recruitment and in case of promotion no employee shall be granted relaxation for age, essential qualification, length of service etc. except once in entire service career."
<b>Repeal &amp; Saving</b>	23.(a)	The rules "The Himachal Pradesh Subordinate Courts' Staff (Recruitment) Promotion and Conditions of Service) Rules, 1997" relating to the appointment and control of the officials of the courts Subordinate to the High Court are hereby repealed.

	(b)	<p>The appointments made and action if any taken under the repealed rules prior to the coming into force of the present rules shall be deemed to have been made or action taken under these rules.</p> <p style="text-align: right;">Provided</p> <p>that any reference in any order to the provisions of the repealed rules shall, unless a different intention appears from the context, be construed as a reference to the corresponding provisions of these rules.</p> <p>Provide further that the repeal of the aforesaid rules shall not except as expressly provided in these rules:-</p> <p style="text-align: right;">Revive anything not in force or existing, at the time at which the repeal takes effect: or.</p>
	i.	Affect the previous operation of any order or decision given under the rules so repealed or anything duly done or suffered there under; or.
	ii.	Affect any right, privilege, obligation or liability acquired, accrued or incurred "under the rules earlier in existence".
	iii.	Affect any investigation, legal proceeding or remedy in respect of any such right, privilege, obligation or liability as aforesaid.

**BY ORDER**

**Hon'ble High Court of  
Himachal Pradesh**

**Registrar General**

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**Schedule-I**  
**Sanctioned Strength of (See rule) of the Employees of the**  
**Subordinate Courts**

Sr.No.	Name of Post (s)	Classification	Pay Scale	Grade Pay	No. of Posts.
1.	Superintendent Gr.II	Class-II	Rs. 10300-34800/-	Rs. 4200/-	95
2.	Personal Assistant	Class-II	Rs. 10300-34800/-	Rs. 4200/-	12
3.	Reader	Class-III	Rs. 10300-34800/-	Rs. 3800/-	97
4.	Sr. Scale Stenographer	Class-III	Rs. 10300-34800/-	Rs.3800/-	29
5.	Judgment Writer (on contract basis)	Class-III	Rs. 10300-34800/-	Rs. 4200/-	78
6.	Record Keeper	Class-III	Rs. 10300-34800/-	Rs. 3800/-	53
7.	English Clerk	Class-III	Rs. 10300-34800/-	Rs. 3800/-	11
8.	Civil Nazir	Class-III	Rs. 10300-34800/-	Rs. 3800/-	23
9.	Translator	Class-III	Rs. 10300-34800/-	Rs. 3800/-	11
10.	Assistant	Class-III	Rs. 10300-34800/-	Rs. 3800/-	-
11.	Jr. Scale Stenographer	Class-III	Rs. 5910-20200/-	Rs. 2800/-	12
12.	Steno Typist	Class-III	Rs. 5910-20200/-	Rs. 2000/-	68
13.	Nazir	Class-III	Rs. 5910-20200/-	Rs. 1900/-	5
14.	Ahlmad	Class-III	Rs. 5910-20200/-	Rs. 1900/-	199
15.	Naib Nazir	Class-III	Rs. 5910-20200/-	Rs. 1900/-	96
16.	Copyist	Class-III	Rs. 5910-20200/-	Rs. 1900/-	104
17.	Court Nazir	Class-III	Rs. 5910-20200/-	Rs. 1900/-	3
18.	Execution Clerk	Class-III	Rs. 5910-20200/-	Rs. 1900/-	8
19.	Guardian Clerk	Class-III	Rs. 5910-20200/-	Rs. 1900/-	1
20.	Clerk	Class-III	Rs. 5910-20200/-	Rs. 1900/-	8
21.	Clerk-cum-typist	Class-III	Rs. 5910-20200/-	Rs. 1900/-	44
22.	Leave Reserve Clerk	Class-III	Rs. 5910-20200/-	Rs. 1900/-	11
23.	Paid Candidate	Class-III	Rs. 5910-20200/-	Rs. 1900/-	1
24.	Summary Clerk	Class-III	Rs. 5910-20200/-	Rs. 1900/-	10
25.	Ahlmed (Record Keeper)	Class-III	Rs. 5910-20200/-	Rs. 1900/-	-
26.	Assistant English Clerk	Class-III	Rs. 5910-20200/-	Rs. 1900/-	4
27.	Driver	Class-III	Rs. 5910-20200/-	Rs. 1900/-	25
28.	Bailiffs	Class-III	Rs. 5910-20200/-	Rs. 1900/-	96
29.	Process Server	Class-IV	Rs. 4900-10680/-	Rs. 1400/-	378
30.	Daftri	Class-IV	Rs. 4900-10680/-	Rs. 1400/-	12
31.	Orderly	Class-IV	Rs. 4900-10680/-	Rs. 1300/-	90
32.	Peons	Class-IV	Rs. 4900-10680/-	Rs. 1300/-	116
33.	Chowkidars	Class-IV	Rs. 4900-10680/-	Rs. 1300/-	69
34.	Chowkidar-cum-Sweeper	Class-IV	Rs. 4900-10680/-	Rs. 1300/-	6
35.	Safai Karamchari	Class-IV	Rs. 4900-10680/-	Rs. 1300/-	49
36.	Malis	Class-IV	Rs. 4900-10680/-	Rs. 1300/-	11

**Schedule-II**  
**(See rule)**

SN	Name of Post (s)	Class of the Post	Scale of post (in Rs.)	Qualification for the post/grade from which the promotion is to be made.
1.	Superintendent Gr.II	Class-III Non Gazetted.	Rs. 10300-34800+grade pay Rs. 4200  W.e.f. 1.10.2012 Grade Pay Rs.4800	By promotion on the basis of Seniority-cum-Merit from amongst the Senior Assistants, Civil Nazirs and Translators having minimum qualification of Matriculation with 7 years service in the feeder post.
2.	Personal Assistant to District Judge	-do-	Rs. 10300-34800+grade pay Rs. 4200  W.e.f. 1.10.2012 Grade Pay Rs.4800	By promotion on the basis of Seniority-cum-Merit from amongst graduate Senior Scale Stenographers in the grade of Rs. 10300-34800+grade pay Rs. 3800 having 7 years of service in feeder category.
3.	Senior Scale Stenographer	-do-	Rs. 10300-34800+grade pay Rs.3800  W.e.f. 1.10.2012 Grade Pay Rs.4400	By promotion on the basis of Seniority-cum-Merit from amongst the graduate Junior Scale Stenographers serving in the Division, failing which, from amongst the Steno-Typists working in the Division on merit determined on the basis of proficiency test.
4.	Translator	-do-	Rs. 10300-34800+grade pay Rs.3800	By promotion on the basis of Seniority-cum-Merit from amongst the graduate Clerks with 50 % marks in Hindi in Matriculation examination, with a minimum of five years of service as such, failing which by direct recruitment on the basis of a competitive examination from amongst, graduate/ preferably post-graduate candidates in English, with Hindi as an elective subject in graduation from a recognized University as per Regulation Annexure A.

5.	Judgment Writer	Class-III non-Gazetted	<p>i) Initially be regularized as Stenotypist-cum- Judgment Writers in the pay scale Rs. 5090-20200+2000 (Grade Pay).</p> <p>ii) They will be eligible for the pay scales of Rs. 10300-34800+3200 (Grade Pay) after two years of regular service.</p>	By direct recruitment from amongst candidates possessing minimum qualification of graduation and proficiency test as per Annexure-A Part-III
6.	Senior Assistants (Which expression shall include all the employees) except Sr. Scale Stenographers and Translators.	Class-III Non-Gazetted	<p>Rs. 10300-34800+ grade pay Rs.3800.</p> <p>W.e.f. 1.10.2012 Grade Pay Rs.4400</p>	By promotion on the basis of Seniority-cum-Merit from amongst the Court employees of the Division in the scale of Rs. 5910-20200+grade pay Rs. 1900, except Steno-Typists and Bailiffs.
7.	Junior Scale Stenographers	-do-	<p>i) Rs. 5910-20200+ grade pay Rs.2800.</p> <p>ii) Rs. 10300-34800+ grade pay Rs.3600 w.e.f. 1.10.2012. This Pay band and Grade Pay will be given after two years of regular service</p>	By promotion on the basis of seniority-cum-Merit from amongst the graduate Steno-Typists having 3 years service in the feeder category.
8.	Clerks (which expression shall include all the employees except Steno- Typist and Baliffs.	-do-	<p>i) Rs. 5910-20200+ grade pay Rs.1900 with initial start of Rs.7810/-</p> <p>ii) Rs. 10300-34800+ grade pay Rs.3200 w.e.f. 1.10.2012. This Pay band and Grade Pay will be given after</p>	a) 75% of the posts in cadre by direct recruitment, on the basis of a competitive examination (as per Part-I Annexure A) from amongst candidates, who are graduate from a recognized University. Candidate have to qualify a Typing Test in English on computer at the speed of 50 W.P.M.

			two years of regular service	<p>(b) 25 % of the available vacancies on the basis of Seniority-cum-Merit amongst the 10+2 Class-IV Court Officials on the basis of test as per Part-II of Annexure-A, and by considering ACRs of three years. The promotee candidates shall have to qualify Typing Test at the speed of 50 W.P.M. on computers with one year.</p> <p>Note:</p> <p>(1)Candidate (s) failing to qualify the aforesaid typing test within one year shall not be entitled to earn any increment.</p> <p>(2) Candidate (s) who fail to qualify the typing test within one of their appointment shall be entitled to increment only with prospective effect from the date they qualify the same.</p> <p>(3) The promotee candidates shall remain on probation until they qualify the Typing Test,</p>
9.	Steno-Typists	-do-	<p>i) Rs.5910-20200 + Grade Pay Rs. 2000 with initial start of Rs.8240.</p> <p>ii) Rs. 10300-34800 + Grade Pay Rs.3200 w.e.f. 1.10.2012. This Pay band and Grade Pay will be given after two years of regular service</p>	<p>100% by selection on the basis of merit to be determined from amongst the Court Officials having passed graduation examination from a recognized University and proficiency test as per part – III of Annexure-A failing which, by direct recruitment on the basis of merit to be determined from amongst graduate candidates in proficiency test as per part-III of Annexure-A.</p>
10.	Drivers	-do-	<p>Rs. 5910-20200+grade by Rs. 2000 with initial start of Rs.8240.</p> <p>W.e.f. 1.10.2012 Grade Pay</p>	<p>By direct recruitment from amongst the candidates being atleast matriculate and possessing a valid driving license for L.M.V. transport having driving experience of 5 years, on the basis of proficiency test to be</p>



11.	Bailiffs	Class-III	Rs.2400. This Grade pay will be given after two years of regular service.  Rs.5910-20200+grade by Rs. 1900.	conducted by a committee comprising of one Judicial Officer, Motor Vehicles Inspector and one representative of HRTC to be nominated by Regional Manager. Preference shall be given to those having good mechanical knowledge of Automobiles. By promotion on the basis of seniority from amongst the Process Servers serving in Division subject to rejection of unfit.
12.	Process Servers	Class-IV	Rs.4900-10680+grade by Rs. 1400.	(a) 50% by promotion through selection from amongst the Class-IV Court Officials serving in the Division, having minimum three years service and who have passed 10+2 examination, as such, on the basis of seniority subject to the rejection of unfit. (b) 50% by direct recruitment from the candidates, having passed 10+2 examination, as per Part-IV of Annexure-A.
13.	Daftri	-do-	Rs.4900-10680+Grade Pay Rs.1400	Promotion on the basis of seniority from amongst Class-IV employees subject to unfit.
14.	Peon/Orderly/ Chowkidar/ Safai Karamchari	-do-	Rs.4900-10680 + Grade Pay Rs.1300 with initial start of Rs.6200.  W.e.f. 1.10.2012 Grade Pay Rs.1650. This Grade Pay will be given after two years of regular service.	By direct recruitment on the basis of viva-voce to be conducted by the concerned District and Sessions Judge. A candidate should have passed atleast matriculation examination.
15.	Mali	-do-	Rs.4900-10680 + Grade Pay Rs.1300 with initial start of Rs.6200.  W.e.f. 1.10.2012 Grade Pay	By direct recruitment on the basis of viva voce to be conducted by concerned District and Session Judge. A candidate should have passed at least matriculation examination with Diploma in gardening or floriculture
			Rs.1650. This Grade Pay will be given after two years of regular service.	from a recognized University/ institution.

**SCHEDULE-III**

No. PER(AP)-C-B(12)-1/98  
Government of Himachal Pradesh  
Department of Personnel (AP -III).

Dated Shimla-171002, the 20th August, 1998.

From

The Secretary (Pers.) to the  
Government of Himachal Pradesh.

To

1. All the Financial Commissioners/Commissioners-cum-Secretaries/Secretaries/Joint Secretaries/Deputy Secretaries/Under Secretaries to the Government of Himachal Pradesh.
2. The Divisional Commissioners, Shimla/Kangra and Mandi, Himachal Pradesh.
3. All Heads of Department in Himachal Pradesh.
4. All Deputy Commissioners in Himachal Pradesh.
5. All the Chairmen/Managing Directors/Secretaries/Registrars of all the Public Sector Undertakings/Corporations/Boards/Universities etc. in Himachal Pradesh.

Subject:- Reservation roster -Post based Implementation of Supreme Court Judgement in the case of R.K Sabharwal Vs. State of Punjab and enhancement of reservation in services for Other Backward Classes.

Sir,

Jai Hind.

I am directed to say that with the enhancement of reservation in direct recruitment for Other Backward Classes in respect of Class-I&II posts/services from 10% to 12% and in respect of Class-III & IV posts/services from 15% to 18% respectively vide this Department Letter No. PER(AP)-C-F(4)-5/96, dated the 12th December, 1997 and in reference to the instructions issued by the Government regarding determination of Roster Points etc. vide Department of Personnel letter No. PER(AP)-C-F(4)-5/94, dated 8.11.1994 and No. PER(AP)-C-F(4)-1/96, dated 16.5.1996, the question of determining the roster points on this account to Other Backward Classes as well as to all the reserved categories viz., Scheduled Castes, Scheduled Tribes and Other Backward Classes to whom the reservation has been provided according to "Vertical Reservation" under Article 16(4) of the Constitution of India and to the Ex-Servicemen. Children/Grand Children of Freedom Fighters, Physically Handicapped persons, Antodaya/IRDP etc. under Article 16(1) of the Constitution, which is treated as "Horizontal reservation" and also to the Scheduled Castes and Scheduled Tribes in the promotional posts/services, was under consideration of the Government in the past.

2. The Constitution Bench of the Supreme Court, in the case of R.K Sabharwal Vs.State of Punjab as well as J.C Mallick Vs. Ministry of Railways has held that the reservation of jobs for the backward classes SC/ST/OBC should apply to posts and not to vacancies. As per the direction of the Court the vacancy based rosters can operate only till such time, the representation of persons belonging to the reserved categories, in a cadre, reaches the prescribed percentages of reservation. Thereafter, the rosters cannot operate and vacancies released by retirement, resignation, promotion etc. of the persons belonging to the general and the reserved categories are to be filled by

appointment of persons from the respective category so as to maintain the prescribed percentage of reservation.

3. The Court also held that persons belonging to the reserved categories, who are appointed on the basis of merit—and not on account of reservation—are not to be counted towards the quota meant for reservation.

4. With a view to bringing the policy of reservation in line with the law laid down by the Supreme Court, it has been decided that existing 40-Point and 100-Point rosters may be replaced accordingly. All the concerned authorities are, therefore, requested to prepare the respective rosters based on the principles elaborated in the Explanatory Notes given in Annexure A to this letter and illustrated in the Model Rosters annexed as Annexure-'B' and 'C' each in two parts with Appendix to it and for promotional posts as per Annexure 'D' with Appendix.

5. The principles for preparing the rosters elaborated upon in the Explanatory Notes are briefly recapitulated below:

(a) Since reservation for OBCs does not apply in promotions, there shall be Separate rosters for direct recruitment and for promotions:

(b) The number of points in the roster shall be equal to the number of posts in the cadre.

In case there is any increase or decrease in the cadre strength in future, the rosters shall be expanded/contracted correspondingly:

(c) Cadre, for the purpose of rosters, shall mean a particular grade and shall comprise the number of posts to be filled by a particular mode of recruitment rules. Thus, in a cadre of, say 200 posts, where the recruitment rules prescribe a ratio of 50:50 for direct recruitment and promotion, two rosters--- one for direct recruitment and one for promotion (when reservation in promotion applies)-- each comprising 100 points shall be drawn up on the lines of the respective model rosters:

(d) Since reservation does not apply to transfer on deputation/transfer, where the recruitment rules prescribe a percentage of posts to be filled by this method, such posts shall be excluded while preparing the rosters:

(e) In small cadres of upto 13 posts, the method prescribed for preparation of rosters does not permit reservation to be made for all the three categories. In such case, the concerned authorities may consider grouping of posts in different cadres in accordance with the existing instructions on the subject. In the event it is not possible to resort to such grouping, the enclosed rosters (Appendices to Annexure-B, C & D) for cadre strength up to 13 posts may be followed. The principles of operating these rosters are explained in the explanatory notes.

6. At the Stage of initial operation of a roster, it will be necessary to adjust the existing appointments in the roster. This will also help in identifying the excesses shortages, if any, in the respective categories in the cadre. This may be done starting from the earliest appointment and making an appropriate remark—"utilized by SC/ST/OBC/Gen.etc", as the case may be against each point in the rosters as explained in the explanatory notes appended to the model rosters. In making these adjustments, appointments of candidates belonging to SCs/ STs/ OBCs which were made on

merit (and not due to reservation) are not to be counted towards reservation so far as direct recruitment is concerned. In other words, they are to be treated as general category appointments.

7. Excess, if any, would be adjusted through future appointments and the existing appointments would not be disturbed.

8. All the concerned authorities are requested to initiate immediate action to prepare rosters and operate them according to these guidelines.

9. The existing orders on the subject are deemed to have been amended to the extent herein.

10. These instructions shall take effect w.e.f. 12th December, 1997 when the percentage reservation was enhanced to the OBCs. However, where selections have already been finalised they need not be disturbed and the necessary adjustments in such cases may be made in future. In other cases, recruitment may be withheld till the revised rosters are brought into operation and recruitment effected in accordance with these instructions.

11. These instructions may please be followed strictly and also brought to the notice of all concerned for strict compliance.

12. Kindly acknowledge its receipt.

Yours faithfully,

Encl.:As above.

Secretary (Pers.) to the  
Government of Himachal Pradesh.

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### ANNEXURE-"A"

#### EXPLANATORY NOTES:-

Principles for making & operating post based rosters.

1. As hitherto, these rosters are only an aid to determine the entitlement of different categories with regard to the quota reserved for them. They are not to determine seniority.

2. The model rosters have been drawn up keeping in mind two fundamental principles - the reservation for the entitled categories is to be kept within the prescribed percentage of reservation and the total reservation should in no case exceed 50% of the cadre.

3. There should be separate rosters for direct recruitment and for promotions where reservation in promotion applies.

4. The number of points in each roster shall be equal to the number of posts in a cadre.

5. While cadre is generally to be construed as the number of posts in a particular grade, for the purpose of preparation of roster, it shall comprise posts required to be filled by a particular mode of recruitment in terms of the applicable recruitment rules. To illustrate, in a cadre comprising 200 posts, where the recruitment rules prescribe a ratio of 50:50 for direct recruitment and promotions, the roster for direct recruitment shall have 100 points and that for promotion shall have 100 points- thus making a total of 200.

6. As indicated in the model roster, the method for making a roster is to multiply each post by the prescribed percentages of reservation for the different reserved categories. The point at which the multiple for a community obtains a complete number or oversteps the number is to be reserved for that community-while taking care to evenly space out the different reserved categories. Thus, at point No. 14, in the roster at Annexure 'B' both SC & ST get entitled. However, since earlier reserved point has gone to SC, point No. 14 has been reserved for ST and point No. 15 for SC.

7. Since reservation does not apply to transfer/transfer on deputation, where rules prescribed a percentage of posts to be filled by this method, the corresponding proportion of posts should be excluded while drawing up the rosters.

8. It would be noted that at the end of the roster, "squeezing" has been done for the reserved categories to reach the number of posts to be reserved for them without violating the 50 % limit laid down by the Courts. While drawing up rosters, the cadre controlling authorities should similarly "squeeze" the last points of the roster. Such squeezing may not, however, be done where it would violate the rule of 50%.

9. Whenever there is any increase or decrease in the cadre strength, the roster shall be correspondingly expanded or contracted. The same will also apply whenever there is a change in recruitment rules which affects the proportion of posts to be filled by a particular mode of recruitment.

10. The roster is to be operated on the principle of replacement and not as a "running account" as hitherto. In other words, the points at which reservation for different categories applies are fixed as per the roster and vacancies caused by retirement etc. of persons occupying those points shall be filled by appointment of persons of the respective categories.

11. While operating the roster, persons belonging to communities for whom reservation has been made, but who are appointed on merit and not owing to reservation, should not be shown against reserved points. They will occupy the unreserved points.

12. In the case of small cadres (upto 13 posts) all the posts shall be earmarked on the same pattern as in the model post based rosters. Initial recruitment against these posts shall be by the category for which the post is earmarked. Replacement of incumbents of posts shall be by rotation as shown horizontally against the cadre strength as applicable. While operating the relevant roster, care will have to be taken to ensure that on no occasion the percentage of reserved category candidates exceed 50%. If such a situation occurs at any time, the relevant reserved point occurring as a result of rotation will be skipped.

#### **INITIAL OPERATION:-**

1. At the point of initial operation of the roster, it will be necessary to determine the actual representation of the incumbents belonging to different categories in a cadre vis -vis the points earmarked for each category viz. SC/ST/ OBC and General in the roster. This may be done by plotting the appointments made against each point of roster starting with the earliest appointee. Thus, if the earlier appointee in the cadre happens to be a candidate belonging to the Scheduled Castes, against point No.1 of the roster, the remark "utilized by SC" shall be entered. If the next appointee is a general category candidate, the remark "utilized by general category" shall be made against point No.2 and so on and so forth till all appointments are adjusted in the respective rosters. In making these adjustments, SC/ST/OBC candidates on merit, in direct recruitment, shall be treated as general category candidates.

2. After completing the adjustment as indicated above, a tally should be made to determine the actual percentages of representation of appointees belonging to the different categories in the cadre. If there is an excess representation of any of the reserved categories, or if the total representation of the reserved categories exceeds 50%, it shall be adjusted in the future recruitment, Vacancies arising from retirement etc. of candidates belonging to such categories shall be filled by appointment of candidates belonging to the categories to which the relevant roster points, against which the excesses occur, belong.

3. Since recruitment is generally vacancy based, it may happen that the actual number of promotees and direct recruits in the cadre does not correspond to the number of posts earmarked in the respective reservation roster. For the purpose of calculations of representation of reserved category in a cadre, total of promotees and direct recruits may be taken. Rectification of the representation as per prescribed percentage by the prescribed mode of recruitment at the earliest possible should however be the goal.

## FOR DIRECT RECRUITMENT

## ANNEXURE-13

OBJECTIVE:- REPRESENTATION OF EACH OF THE RESERVED CATEGORY SHOULD AT NO POINT OF TIME EXCEED THE RESERVATION PRESCRIBED FOR IT.

MODEL ROSTER OF RESERVATION WITH REFERENCE TO POSTS FOR DIRECT RECRUITMENT ON ALL INDIA BASIS BY OPEN COMPETITION, IN RESPECT OF CLASS-I AND II POSTS/SERVICES.

VERTICAL RESERVATION:- I) SCHEDULED CASTES=15%

II) SCHEDULED TRIBES =7.5%

III) OTHER BACKWARDS=12%

## CLASSES

SI. No. of post	SC @15%	ST @7.5% @12%	OBC	Category for which the post should be earmarked.
1.	0.15	0.075	0.12	UR
2.	0.30	0.150	0.24	UR
3.	0.45	0.225	0.36	UR
4.	0.60	0.300	0.48	UR
5.	0.75	0.375	0.60	UR
6.	0.90	0.450	0.72	UR
7.	1.05	0.525	0.84	SC-1
8.	1.20	0.600	0.96	UR
9.	1.35	0.675	1.08	OBC-1
10.	1.50	0.750	1.20	UR
11.	1.65	0.825	1.32	UR
12.	1.80	0.900	1.44	UR
13.	1.95	0.975	1.56	UR
14.	2.10	1.050	1.68	ST-1
15.	2.25	1.125	1.80	SC-2
16.	2.40	1.200	1.92	UR
17.	2.55	1.275	2.04	OBC-2
18.	2.70	1.350	2.16	UR
19.	2.85	1.425	2.28	UR
20.	3.00	1.500	2.40	SC-3
21.	3.15	1.575	2.52	UR
22.	3.30	1.650	2.64	UR
23.	3.45	1.725	2.76	UR
24.	3.60	1.800	2.88	UR
25.	3.75	1.875	3.00	OBC-3
26.	3.90	1.950	3.12	ST-2
27.	4.05	2.025	3.24	SC-4
28.	4.20	2.100	3.36	UR
29.	4.35	2.175	3.48	UR
30.	4.50	2.250	3.60	UR
31.	4.65	2.325	3.72	UR
32.	4.80	2.400	3.84	UR
33.	4.95	2.475	3.96	OBC-4
34.	5.10	2.550	4.08	SC-5
35.	5.25	2.625	4.20	UR
36.	5.40	2.700	4.32	UR
37.	5.55	2.775	4.44	UR
38.	5.70	2.850	4.56	UR
39.	5.85	2.925	4.68	ST-3

40.	6.00	3.000	4.80	SC -6
41.	6.15	3.075	4.92	UR
42.	6.30	3.150	5.04	OBC-5
43.	6.45	3.225	5.16	UR
44.	6.60	3.300	5.28	UR
45.	6.75	3.375	5.40	UR
46.	6.90	3.450	5.52	UR
47.	7.05	3.525	5.64	SC -7
48.	7.20	3.600	5.76	UR
49.	7.35	3.675	5.88	UR
50.	7.50	3.750	6.00	OBC-6
51.	7.65	3.825	6.12	UR
52.	7.80	3.900	6.24	UR
53.	7.95	3.975	6.36	ST-4
54.	8.10	4.050	6.48	SC -8
55.	8.25	4.125	6.60	UR
56.	8.40	4.200	6.72	UR
57.	8.55	4.275	6.84	UR
58.	8.70	4.350	6.96	UR
59.	8.85	4.425	7.08	OBC-7
60.	9.00	4.500	7.20	SC -9
61.	9.15	4.575	7.32	UR
62.	9.30	4.650	7.44	UR
63.	9.45	4.725	7.56	UR
64.	9.60	4.800	7.68	UR
65.	9.75	4.875	7.80	OBC-8
66.	9.90	4.950	7.92	ST-5
67.	10.05	5.025	8.04	SC -10
68.	10.20	5.100	8.16	UR
69.	10.35	5.175	8.28	UR
70.	10.50	5.250	8.40	UR
71.	10.65	5.325	8.52	UR
72.	10.80	5.400	8.64	UR
73.	10.95	5.475	8.76	UR
74.	11.10	5.550	8.88	SC -11
75.	11.25	5.625	9.00	OBC-9
76.	11.40	5.700	9.12	UR
77.	11.55	5.775	9.24	UR
78.	11.70	5.850	9.36	UR
79.	11.85	5.925	9.48	ST-6
80.	12.00	6.000	9.60	SC -12
81.	12.15	6.075	9.72	UR
82.	12.30	6.150	9.84	UR
83.	12.45	6.225	9.96	UR
84.	12.60	6.300	10.08	OBC-10
85.	12.75	6.375	10.20	UR
86.	12.90	6.450	10.32	UR
87.	13.05	6.525	10.44	SC -13
88.	13.20	6.600	10.56	UR
89.	13.35	6.675	10.68	UR
90.	13.50	6.750	10.80	UR
91.	13.65	6.825	10.92	UR
92.	13.80	6.900	11.04	OBC-11
93.	13.95	6.975	11.16	ST-7
94.	14.10	7.050	11.28	SC -14
95.	14.25	7.125	11.40	UR
96.	14.40	7.200	11.52	UR
97.	14.55	7.275	11.64	UR
98.	14.70	7.350	11.76	UR
99.	14.85	7.425	11.88	OBC-12

100.	15.00	7.500	12.00	SC-15
101.	15.15	7.575	12.12	UR
102.	15.30	7.650	12.24	UR
103.	15.45	7.725	12.36	UR
104.	15.60	7.800	12.48	UR
105.	15.75	7.875	12.60	UR
106.	15.90	7.950	12.72	ST-8
107.	16.05	8.025	12.84	SC-16
108.	16.20	8.100	12.96	UR
109.	16.35	8.175	13.08	OBC-13
110.	16.50	8.250	13.20	UR
111.	16.65	8.325	13.32	UR
112.	16.80	8.400	13.44	UR
113.	16.95	8.475	13.56	UR
114.	17.10	8.550	13.68	SC-17
115.	17.25	8.625	13.80	UR
116.	17.40	8.700	13.92	UR
117.	17.55	8.775	14.04	OBC-14
118.	17.70	8.850	14.16	UR
119.	17.85	8.925	14.28	ST-9
120.	18.00	9.000	14.40	SC-18
121.	18.15	9.075	14.52	UR
122.	18.30	9.150	14.64	UR
123.	18.45	9.225	14.76	UR
124.	18.60	9.300	14.88	UR
125.	18.75	9.375	15.00	OBC-15
126.	18.90	9.450	15.12	UR
127.	19.05	9.525	15.24	SC-19
128.	19.20	9.600	15.36	UR
129.	19.35	9.675	15.48	UR
130.	19.50	9.750	15.60	UR
131.	19.65	9.825	15.72	UR
132.	19.80	9.900	15.84	OBC-16
133.	19.95	9.975	15.96	ST-10
134.	20.10	10.050	16.08	SC-20
135.	20.25	10.125	16.20	UR
136.	20.40	10.200	16.32	UR
137.	20.55	10.275	16.44	UR
138.	20.70	10.350	16.56	UR
139.	20.85	10.425	16.68	UR
140.	21.00	10.500	16.80	SC-21
141.	21.15	10.575	16.92	UR
142.	21.30	10.650	17.04	OBC-17
143.	21.45	10.725	17.16	UR



144.	21.60	10.800	17.28	UR
145.	21.75	10.875	17.40	UR
146.	21.90	10.950	17.52	ST-11
147.	22.05	11.025	17.64	SC-22
148.	22.20	11.100	17.76	UR
149.	22.35	11.175	17.88	UR
150.	22.50	11.250	18.00	OBC-18
151.	22.65	11.325	18.12	UR
152.	22.80	11.400	18.24	UR
153.	22.95	11.475	18.36	UR
154.	23.10	11.550	18.48	SC-23
155.	23.25	11.625	18.60	UR
156.	23.40	11.700	18.72	UR
157.	23.55	11.775	18.84	UR
158.	23.70	11.850	18.96	OBC-19
159.	23.85	11.925	19.08	ST-12
160.	24.00	12.000	19.20	SC-24
161.	24.15	12.075	19.32	UR
162.	24.30	12.150	19.44	UR
163.	24.45	12.225	19.56	UR
164.	24.60	12.300	19.68	UR
165.	24.75	12.375	19.80	UR
166.	24.90	12.450	19.92	OBC-20
167.	25.05	12.525	20.04	SC-25
168.	25.20	12.600	20.16	UR
169.	25.35	12.675	20.28	UR
170.	25.50	12.750	20.40	UR
171.	25.65	12.825	20.52	UR
172.	25.80	12.900	20.64	UR
173.	25.95	12.975	20.76	ST-13
174.	26.10	13.050	20.88	SC-26
175.	26.25	13.125	21.00	OBC-21
176.	26.40	13.200	21.12	UR
177.	26.55	13.275	21.24	UR
178.	26.70	13.350	21.36	UR
179.	26.85	13.425	21.48	UR
180.	27.00	13.500	21.60	SC-27
181.	27.15	13.575	21.72	UR
182.	27.30	13.650	21.84	UR
183.	27.45	13.725	21.96	UR
184.	27.60	13.800	22.08	OBC-22
185.	27.75	13.875	22.20	UR
186.	27.90	13.950	22.32	ST-14
187.	28.05	14.025	22.44	SC-28
188.	28.20	14.100	22.56	UR
189.	28.35	14.175	22.68	UR
190.	28.50	14.250	22.80	UR
191.	28.65	14.325	22.92	UR
192.	28.80	14.400	23.04	OBC-23
193.	28.95	14.475	23.16	UR
194.	29.10	14.550	23.28	SC-29
195.	29.25	14.625	23.40	UR

196.	29.40	14.700	23.52	UR
197.	29.55	14.775	23.64	UR
198.	29.70	14.850	23.76	OBC-24*
199.	29.85	14.925	23.88	ST-15*
200.	30.00	15.000	24.00	SC-30*

\* to allot requisite number of posts without violating rule of 50% .

NOTE- If in any cadre, in proportion to the reservation percentage, the quota of any reserved category comes to .50 or above then one post may be given to that category by making necessary adjustment so as to ensure adequate representation to that category in relation to the prescribed percentage.

#### FIRST APPEENDIX TO ANNEXURE "B"

HORIZONTAL	i) Ex-servicemen =15%
RESERVATION	ii) Children/ Grand Children =2% of Freedom Fighters.
	iii) Physically Handicapped =3% (Blind)

Only in Education Department to the posts of Lecturers in Music (College Cadre)

Class-I

#### POINTS EARMARKED TO:-

Ex-Servicemen, (15%) = 8, 16, 21, 28, 35, 41, 48, 54, 61, 68, 79, 84, 88, 94, 97, 108, 116, 121, 128, 135, 141, 148, 154, 161, 168, 179, 184, 188, 194 and 197.

Children/Grand Children  
of Freedom Fighters. (2%) = 51,100, 151 and 198,

Physically Handicapped  
(Blind (3%) – 32, 64, 96, 132, 164, and 196.

Only in Education Deptt.  
to the posts of Lecturers  
in music (College Cadre)  
Class-I

**SECOND APPENDIX TO ANNEXURE "B"****DIRECT RECRUITMENT ON ALL INDIA BASIS BY OPEN COMPETITION**

Model Roster for cadre strength up to 13 posts.

Cadre stren gth	REPLACEMENT NO.													
	Initial Recru itmen t	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>	13 <sup>th</sup>
1	UR	UR	UR	UR	UR	UR	SC	UR	OBC	UR	UR	UR	UR	ST
2	UR	UR	UR	UR	UR	SC	UR	OBC	UR	UR	UR	UR	ST	
3	UR	UR	UR	UR	SC	UR	OBC	UR	UR	UR	UR	ST		
4	UR	UR	UR	SC	UR	OBC	UR	UR	UR	UR	ST			
5	UR	UR	SC	UR	OBC	UR	UR	UR	UR	ST				
6	UR	SC	UR	OBC	UR	UR	UR	UR	ST					
7	SC	UR	OBC	UR	UR	UR	UR	ST						
8	UR	OBC	UR	UR	UR	UR	ST							
9	OBC	UR	UR	UR	UR	ST								
10	UR	UR	UR	UR	ST									
11	UR	UR	UR	ST										
12	UR	UR	ST											
13	UR	ST												

- NOTE: 1. For cadres of 2 to 13 posts the roster is to be read from entry 1 under column Cadre Strength till the last post and then horizontally till the last entry in the horizontal row i.e. like "L".
2. All the posts of the cadre are to be earmarked for the categories shown under column initial appointment. While initial filling up will be by the earmarked category, the replacement against any of the post in the cadre shall be by rotation as shown horizontally against the last post of the cadre.
3. The relevant rotation by the indicated reserved category could be skipped over if it leads to more than 50% representation of reserved category.
4. The reservation provided to other reserved category under "Horizontal Reservation (Article 16 (1) of the Constitution) viz: Ex-Servicemen, Children Grand Children of Freedom Fighters and Physically Handicapped (Blind) only in Education Department to the posts of Lecturers in Music (College Cadre), Class-I, may also be given reservation keeping in view their percentage reservation, if fail up to the cadre strength of 13 posts.

## FOR DIRECT RECRUITMENT

OBJECTIVE:- REPRESENTATION OF EACH OF THE RESERVED CATEGORY SHOULD AT NO POINT OF TIME EXCEED THE RESERVATION PRESCRIBED FOR IT.

MODEL ROSTER OF RESERVATION WITH REFERENCE TO POSTS FOR DIRECT RECRUITMENT IN RESPECT OF CLASS-III AND IV POSTS/SERVICES WHERE RECRUITMENT IS MADE ON A LOCAL OR REGIONAL BASIS.

VERTICAL RESERVATION :- I) SCHEDULED CASTES = 22%  
II) SCHEDULED TRIBES = 5%  
III) OTHER BACKWARDS = 18%  
CLASSES

SI No. of post.	SC @22%	ST @5%	OBC @18%	Category for which the post should be earmarked.
1.	0.22	0.05	0.18	UR
2.	0.44	0.10	0.36	UR
3.	0.66	0.15	0.54	UR
4.	0.88	0.20	0.72	UR
5.	1.10	0.25	0.90	SC-1
6.	1.32	0.30	1.08	OBC-1
7.	1.54	0.35	1.26	UR
8.	1.76	0.40	1.44	UR
9.	1.98	0.45	1.62	UR
10.	2.20	0.50	1.80	SC-2
11.	2.42	0.55	1.98	UR
12.	2.64	0.60	2.16	OBC-2
13.	2.86	0.65	2.34	UR
14.	3.08	0.70	2.52	SC-3
15.	3.30	0.75	2.70	UR
16.	3.52	0.80	2.88	UR
17.	3.74	0.85	3.06	OBC-3
18.	3.96	0.90	3.24	UR
19.	4.18	0.95	3.42	SC-4
20.	4.40	1.00	3.60	ST-1
21.	4.62	1.05	3.78	UR
22.	4.84	1.10	3.96	OBC-4
23.	5.06	1.15	4.14	SC-5
24.	5.28	1.20	4.32	UR
25.	5.50	1.25	4.50	UR
26.	5.72	1.30	4.68	UR
27.	5.94	1.35	4.86	OBC-5
28.	6.16	1.40	5.04	SC-6
29.	6.38	1.45	5.22	UR
30.	6.60	1.50	5.40	UR
31.	6.82	1.55	5.58	UR
32.	7.04	1.60	5.76	SC-7
33.	7.26	1.65	5.94	UR
34.	7.48	1.70	6.12	OBC-6
35.	7.70	1.75	6.30	UR
36.	7.92	1.80	6.48	UR
37.	8.14	1.85	6.66	SC-8
38.	8.36	1.90	6.84	UR
39.	8.58	1.95	7.02	OBC-7

40	8.80	2.00	7.20	ST-2
41	9.02	2.05	7.38	SC-9
42	9.24	2.10	7.56	UR
43	9.46	2.15	7.74	UR
44	9.68	2.20	7.92	UR
45	9.90	2.25	8.10	OBC-8
46	10.12	2.30	8.28	SC-10
47	10.34	2.35	8.46	UR
48	10.56	2.40	8.64	UR
49	10.78	2.45	8.82	OBC-9
50	11.00	2.50	9.00	SC-11
51	11.22	2.55	9.18	UR
52	11.44	2.60	9.36	UR
53	11.66	2.65	9.54	UR
54	11.88	2.70	9.72	UR
55	12.10	2.75	9.90	SC-12
56	12.32	2.80	10.08	OBC-10
57	12.54	2.85	10.26	UR
58	12.76	2.90	10.44	UR
59	12.98	2.95	10.62	UR
60	13.20	3.00	10.80	SC-13
61	13.42	3.05	10.98	ST-3
62	13.64	3.10	11.16	OBC-11
63	13.86	3.15	11.34	UR
64	14.08	3.20	11.52	SC-14
65	14.30	3.25	11.70	UR
66	14.52	3.30	11.88	UR
67	14.74	3.35	12.06	OBC-12
68	14.96	3.40	12.24	UR
69	15.18	3.45	12.42	SC-15
70	15.40	3.50	12.60	UR
71	15.62	3.55	12.78	UR
72	15.84	3.60	12.96	OBC-13
73	16.06	3.65	13.14	SC-16
74	16.28	3.70	13.32	UR
75	16.50	3.75	13.50	UR
76	16.72	3.80	13.68	UR
77	16.94	3.85	13.86	OBC-14
78	17.16	3.90	14.04	SC-17
79	17.38	4.95	14.22	UR
80	17.60	4.00	14.40	ST-4
81	17.82	4.05	14.58	UR
82	18.04	4.10	14.76	SC-18
83	18.26	4.15	14.94	UR
84	18.48	4.20	15.12	OBC-15
85	18.70	4.25	15.30	UR
86	18.92	4.30	15.48	UR
87	19.14	4.35	15.66	SC-19
88	19.36	4.40	15.84	UR
89	19.58	4.45	16.02	OBC-16
90	19.80	4.50	16.20	UR
91	20.02	4.55	16.38	SC-20
92	20.24	4.60	16.56	UR
93	20.46	4.65	16.74	UR
94	20.68	4.70	16.92	UR
95	20.90	4.75	17.10	OBC-17
96	21.12	4.80	17.28	SC-21
97	21.34	4.85	17.46	UR
98	21.56	4.90	17.64	ST-5
99	21.78	4.95	17.82	OBC-18

100.	22.00	5.00	18.00	SC -22
101	22.22	5.05	18.18	UR
102	22.44	5.10	18.36	UR
103	22.66	5.15	18.54	UR
104	22.88	5.20	18.72	UR
105	23.10	5.25	18.90	SC -23
106	23.32	5.30	19.08	OBC-19
107	23.54	5.35	19.26	UR
108	23.76	5.40	19.44	UR
109	23.98	5.45	19.62	UR
110	24.20	5.50	19.80	SC -24
111	24.42	5.55	19.98	UR
112	24.64	5.60	20.16	OBC-20
113	24.86	5.65	20.34	UR
114	25.08	5.70	20.52	SC -25
115	25.30	5.75	20.70	UR
116	25.52	5.80	20.88	UR
117	25.74	5.85	21.06	OBC-21
118	25.96	5.90	21.24	UR
119	26.18	5.95	21.42	SC -26
120	26.40	6.00	21.60	ST-6
121	26.62	6.05	21.78	UR
122	26.84	6.10	21.96	OBC-22
123	27.06	6.15	22.14	SC -27
124	27.28	6.20	22.32	UR
125	27.50	6.25	22.50	UR
126	27.72	6.30	22.68	UR
127	27.94	6.35	22.86	OBC-23
128	28.16	6.40	23.06	SC -28
129	28.38	6.45	23.22	UR
130	28.60	6.50	23.40	UR
131	28.82	6.55	23.58	UR
132	29.04	6.60	23.76	SC -29
133	29.26	6.65	23.94	UR
134	29.48	6.70	24.12	OBC-24
135	29.70	6.75	24.30	UR
136	29.92	6.80	24.48	UR
137	30.14	6.85	24.66	SC -30
138	30.36	6.90	24.84	UR
139	30.58	6.95	25.02	OBC-25
140	30.80	7.00	25.20	ST-7
141	31.02	7.05	25.38	SC -31
142	31.24	7.10	25.56	UR
143	31.46	7.15	25.74	UR
144	31.68	7.20	25.92	UR
145	31.90	7.25	26.10	OBC-26
146	32.12	7.30	26.28	SC -32
147	32.34	7.35	26.46	UR
148	32.56	7.40	26.64	UR
149	32.78	7.45	26.82	OBC-27
150	33.00	7.50	27.00	SC -33
151	33.22	7.55	27.18	UR
152	33.44	7.60	27.36	UR
153	33.66	7.65	27.54	UR
154	33.88	7.70	27.72	UR
155	31.10	7.75	27.90	SC -34
156	34.02	7.80	28.08	OBC-28
157	34.54	7.85	28.26	UR
158	34.76	7.90	28.44	UR
159	34.98	7.95	28.62	UR

160	35.20	8.00	28.80	SC-35
161	35.42	8.05	28.98	ST-8
162	35.64	8.10	29.16	OBC-29
163	35.86	8.15	29.34	UR
164	36.08	8.20	29.52	SC-36
165	36.30	8.25	29.70	UR
166	36.52	8.30	29.88	UR
167	36.74	8.35	30.06	OBC-30
168	36.96	8.40	30.24	UR
169	37.18	8.45	30.42	SC-37
170	37.40	8.50	30.60	UR
171	37.62	8.55	30.78	UR
172	37.84	8.60	30.96	OBC-31
173	38.06	8.65	31.14	SC-38
174	38.28	8.70	31.32	UR
175	38.50	8.75	31.50	UR
176	38.72	8.80	31.68	UR
177	38.94	8.85	31.86	OBC-32
178	39.16	8.90	32.04	SC-39
179	39.38	8.95	32.22	UR
180	39.60	9.00	32.40	ST-9
181	39.82	9.05	32.58	UR
182	40.04	9.10	32.76	SC-40
183	40.26	9.15	32.94	UR
184	40.48	9.20	33.12	OBC-33
185	40.70	9.25	33.30	UR
186	40.92	9.30	33.48	UR
187	41.14	9.35	33.65	SC-41
188	41.36	9.40	33.84	UR
189	41.58	9.45	34.02	OBC-34
190	41.80	9.50	34.20	UR
191	42.02	9.55	34.38	SC-42
192	42.24	9.60	34.56	UR
193	42.46	9.65	34.74	UR
194	42.68	9.70	34.92	UR
195	42.90	9.75	35.10	OBC-35
196	43.12	9.80	35.28	SC-43
197	43.34	9.85	35.46	UR
198	43.56	9.90	35.64	OBC-36*
199	43.78	9.95	35.82	ST-10*
200	44.00	10.00	36.00	SC-44*

\* To allot requisite number of posts without violating rule of 50%.

Note:- If in any cadre, in proportion to the reservation percentage, the quota of any reserved category comes to .50 or above then one post may be given to that category by making necessary adjustment so as to ensure adequate representation to that category in relation to the prescribed percentage.

## FIRST APPENDIX TO ANNEXURE -“C”

Horizontal Reservation	i)	Ex-servicemen	=15%
	ii)	Children/Grand Children of Freedom Fighters	=2%
	iii)	Physically Handicapped	=3%
	iv)	Antodaya/I.R.D.P.	=15%

## POINTS EARMARKED TO:-

Ex-servicemen. (15%)	= 7, 14, 21, 27, 33, 40, 47, 54, 60, 67, 74, 81, 86, 94, 100, 107, 114, 121, 127, 133, 140, 147, 154, 160, 167, 174, 181, 186, 194 & 200
Children/Grand Children of Freedom Fighters. (2%)	=51, 91, 151 & 198
Physically Handicapped. (3%)	=30, 73, 97, 130, 173 & 197.
Antodaya/I.R.D.P. (15%)	= 8, 15, 22, 28, 36, 42, 48, 50, 56, 61, 68, 77, 83, 90, 96, 108, 115, 122, 128, 136, 142, 148, 150, 156, 161, 168, 177, 183, 190 & 196.

## SECOND APPENDIX TO ANNEXURE -“C”

Model Roster for Direct recruitment for cadre strength upto 13 posts in respect of Class-III and IV posts/services where recruitment is made on a local or regional basis.

## REPLACEMENT NO.

Cadre Strength	Initial Recruit- ment	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>	13 <sup>th</sup>
1.	UR	UR	UR	UR	SC	OBC	UR	UR	UR	SC	UR	OBC	UR	SC
2.	UR	UR	UR	SC	OBC	UR	UR	UR	SC	UR	OBC	UR	SC	
3.	UR	UR	SC	OBC	UR	UR	UR	SC	UR	OBC	UR	SC		
4.	UR	SC	OBC	UR	UR	UR	SC	UR	OBC	UR	SC			
5.	SC	OBC	UR	UR	UR	SC	UR	OBC	UR	SC				
6.	OBC	UR	UR	UR	SC	UR	OBC	UR	SC					
7.	UR	UR	UR	SC	UR	OBC	UR	SC						
8.	UR	UR	SC	UR	OBC	UR	SC							
9.	UR	SC	UR	OBC	UR	SC								
10.	SC	UR	OBC	UR	SC									
11.	UR	OBC	UR	SC										
12.	OBC	UR	SC											
13.	UR	SC												

- Note: 1. For cadres of 2 to 13 posts the roster is to be read from entry 1 under column cadre strength till the last post and then horizontally till the last entry in the horizontal row i.e. like “I.”
2. All the posts of the cadre are to be earmarked for the categories shown under column initial appointment. While initial filling up will be by the earmarked category, the replacement against any of the post in the cadre shall be by rotation as shown horizontally against the last post of the cadre.
3. The relevant rotation by the indicated reserved category could be skipped over if it leads to more than 50 %representation of reserved category.
4. The reservation provided to other reserved category under “Horizontal Reservation” (Article 16(1) of the Constitution) viz: Ex-servicemen, Children/Grand Children of Freedom Fighters and Physically Handicapped may also be given reservation keeping in view their percentage reservation, if fall upto the cadre strength of 13 posts.



## ANNEXURE- "D"

FOR PROMOTION IN RESPECT OF ALL CLASSES OF POSTS I.E. CLASS-I, II, III AND IV

Prescribed Percentage of Reservation:-

Schedule Castes: 15%

Schedule Tribes: 7.5%

OBJECTIVE: REPRESENTATION OF EACH OF THE RESERVE CATEGORY  
SHOULD AT NO POINT OF TIME EXCEED THE RESERVATION  
PRESCRIBED FOR IT.

MODEL ROSTER OF RESERVATION WITH REFERENCE TO  
POSTS

Sl. No. of post	<u>Share of entitlement</u>		Category of which the post should be earmarked
	SC 15%	ST @ 7.5%	
1	0.15	0.075	UR
2	0.30	0.150	UR
3	0.45	0.225	UR
4	0.60	0.300	UR
5	0.75	0.375	UR
6	0.90	0.450	UR
7	1.05	0.525	SC-1
8	1.20	0.600	UR
9	1.35	0.675	UR
10	1.50	0.750	UR
11	1.65	0.825	UR
12	1.80	0.900	UR
13	1.95	0.975	UR
14	2.10	1.050	ST-1
15	2.25	1.125	SC-2
16	2.40	1.200	UR
17	2.55	1.275	UR
18	2.70	1.350	UR
19	2.85	1.425	UR
20	3.00	1.500	SC-3
21	3.15	1.575	UR
22	3.30	1.650	UR
23	3.45	1.725	UR
24	3.60	1.800	UR
25	3.75	1.875	UR
26	3.90	1.950	UR
27	4.05	2.025	SC-4
28	4.20	2.100	ST-2
29	4.35	2.175	UR
30	4.50	2.250	UR
31	4.65	2.325	UR
32	4.80	2.400	UR
33	4.95	2.475	UR
34	5.10	2.550	UR
35	5.25	2.625	SC-5
36	5.40	2.700	UR
37	5.55	2.775	UR
38	5.70	2.850	UR
39	5.85	2.925	UR

40	6.00	3.000	ST-3
41	6.15	3.075	SC-6
42	6.30	3.150	UR
43	6.45	3.225	UR
44	6.60	3.300	UR
45	6.75	3.375	UR
46	6.90	3.450	UR
47	7.05	3.525	SC-7
48	7.20	3.600	UR
49	7.35	3.675	UR
50	7.50	3.750	UR
51	7.65	3.825	UR
52	7.80	3.900	UR
53	7.95	3.975	UR
54	8.10	4.050	SC-8
55	8.25	4.125	ST-4
56	8.40	4.200	UR
57	8.55	4.275	UR
58	8.70	4.350	UR
59	8.85	4.425	UR
60	9.00	4.500	UR
61	9.15	4.575	SC-9
62	9.30	4.650	UR
63	9.45	4.725	UR
64	9.60	4.800	UR
65	9.75	4.875	UR
66	9.90	4.950	UR
67	10.05	5.025	UR
68	10.20	5.100	SC-10
69	10.35	5.175	ST-5
70	10.50	5.250	UR
71	10.65	5.325	UR
72	10.80	5.400	UR
73	10.95	5.475	UR
74	11.10	5.550	SC-11
75	11.25	5.625	UR
76	11.40	5.700	UR
77	11.55	5.775	UR
78	11.70	5.850	UR
79	11.85	5.925	UR
80	12.00	6.000	ST-6
81	12.15	6.075	SC-12
82	12.30	6.150	UR
83	12.45	6.225	UR
84	12.60	6.300	UR
85	12.75	6.375	UR
86	12.90	6.450	UR
87	13.05	6.525	SC-13
88	13.20	6.600	UR
89	13.35	6.675	UR
90	13.50	6.750	UR
91	13.65	6.825	UR
92	13.80	6.900	UR
93	13.95	6.975	UR
94	14.10	7.050	SC-14
95	14.25	7.125	ST-7
96	14.40	7.200	UR
97	14.55	7.275	UR
98	14.70	7.350	UR
99	14.85	7.425	SC-15

100	15.00	7.500	UR
101	15.15	7.575	UR
102	15.30	7.650	UR
103	15.45	7.725	UR
104	15.60	7.800	UR
105	15.75	7.875	UR
106	15.90	7.950	UR
107	16.05	8.025	SC-16
108	16.20	8.100	ST-8
109	16.35	8.175	UR
110	16.50	8.250	UR
111	16.65	8.325	UR
112	16.80	8.400	UR
113	16.95	8.475	UR
114	17.10	8.550	SC-17
115	17.25	8.625	UR
116	17.40	8.700	UR
117	17.55	8.775	UR
118	17.70	8.850	UR
119	17.85	8.925	UR
120	18.00	9.000	ST-9
121	18.15	9.075	SC-18
122	18.30	9.150	UR
123	18.45	9.225	UR
124	18.60	9.300	UR

Note:-

If in any cadre, in proportion to the reservation percentage, the quota of any reserved category comes to .50 or above than one post may be given to that category by making necessary adjustment so as to ensure adequate representation to that category in relation to the prescribed percentage.

## APPENDIX TO ANNEXURE-“D”

Model roster for promotion for cadre strength upto 13 posts

## REPLACEMENT NO.

[illegible]

- Note:-
1. For cadres of 2 to 13 posts the roster is to be read from entry 1 under column Cadre Strength till the last post and then horizontally till the last entry in the horizontal row i.e. Like "L"
  2. All the posts of the cadre are to be earmarked for the categories shown under column initial appointment. While initial filling up will be by the earmarked category, the replacement against any of the post in the cadre shall be by rotation as shown horizontally against the last post of the cadre.
  3. The relevant rotation by the indicated reserved category could be skipped over if it leads to more than 50% representation of reserved category.

**Annexure-A**  
**(See Rule 7(b))**

Part-I

**Written Test and viva voce for the filling up the Posts of Clerks**

The competitive examination for filling up the post(s) of Clerks shall be conducted in the manner prescribed herein below:

<b>(A)</b>	<p><b>Written test</b> shall consist of two parts:- (MCQ) type carrying four choices to be answered on OMR answer sheet by blackening the appropriate circle. Each question shall carry equal weight age of one mark. There shall be no negative marking the Written test shall be of <b>70 marks</b> on the following subject :</p> <ol style="list-style-type: none"> <li>1) General English</li> <li>2) General Hindi</li> <li>3) General Science (including IT)</li> <li>4) General Knowledge/Awareness of Himachal Pradesh.</li> <li>5) Current Affairs of State, National and International importance.</li> </ol>
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**Part-II**

	<p>Five times the number of candidates in merit in the <b>MCQ Type Test</b> will be called for further examination which will consist of 20 marks written test of English &amp; Hindi of approximately 250 words each, which shall be printed on the question paper and candidate shall copy it in his own handwriting on a separate sheet provided. The total time allowed will be one hour. Handwriting will be one of the considerations.</p> <p style="text-align: right;"><b>20 Marks</b></p>								
<b>(B)</b>	<p>Viva- Voce shall be of 10 marks as follows:-</p> <table style="width: 100%;"> <tr> <td>(i) Personality</td><td style="text-align: right;"><b>3</b></td></tr> <tr> <td>(ii) Qualification/Experience</td><td style="text-align: right;"><b>3</b></td></tr> <tr> <td>(iii) Knowledge relating to local Dialects and other aspects Concerning State of HP and its Judicial System.</td><td style="text-align: right;"><b>4</b></td></tr> <tr> <td><b>Total A+B</b></td><td style="text-align: right;"><b>100 marks</b></td></tr> </table>	(i) Personality	<b>3</b>	(ii) Qualification/Experience	<b>3</b>	(iii) Knowledge relating to local Dialects and other aspects Concerning State of HP and its Judicial System.	<b>4</b>	<b>Total A+B</b>	<b>100 marks</b>
(i) Personality	<b>3</b>								
(ii) Qualification/Experience	<b>3</b>								
(iii) Knowledge relating to local Dialects and other aspects Concerning State of HP and its Judicial System.	<b>4</b>								
<b>Total A+B</b>	<b>100 marks</b>								

**Part –II**  
**Written Test and Viva Voce for the filling up the posts of**  
**Clerks by Promotion**

1.	The screening test for Class-IV employees will be conducted only to assess the suitability to read and write both English and Hindi Languages.
2.	The question paper shall comprise of 2 sections i.e. Section A Hindi and Section B English.
3.	Both the sections shall consist of passages of 250 words. Candidates shall be required to copy in his own handwriting the printed passages on separate sheets to be provided during the examination. Total time for such test shall be one hour. 60% of the total marks shall be qualifying marks. For every mistake one mark shall be deducted. The good handwriting shall be one of the criteria.

**Part-III**  
**(See Schedule-I, item No. 9)**

**Proficiency test for the post of Steno-Typists.**

**I) From the Court Officials i.e. mode A**

Court officials having speed of 80 W.P.M. in English Stenography and accurate transcription of the matter dictated within a period of 5 times to the period allotted for dictation and typing speed in English at 60 W.P.M. on computers for which a separate test shall be held.

**Provided that relaxation upto 10% of the mistakes in shorthand test may be granted.**

**II) By direct recruitment i.e. mode B**

Candidates having speed of 80 W.P.M. in English Stenography and accurate transcription of the matter dictated within a period of 5 times to the period allotted for dictation and typing speed in English at 60 W.P.M. on computers for which a separate test shall be held.

**Provided that relaxation upto 10% of the mistakes in shorthand test may be granted.**

**Part IV**  
**[See Schedule-II, item No.11]**

**WRITTEN TEST FOR THE POST OF PROCESS SERVER(S)**

**DIRECT RECRUITMENT FOR THE POST OF PROCESS SERVER(S)**

The written test shall consist of **70 Multiple Choice Questions** paper (of one mark each) in General English, General Hindi and General Awareness of the State of HP and Judicial System and **20 marks** written test of Hindi of approximately 100 words material of which shall be provided in the question paper and the candidate shall be required to copy it in his own handwriting on a separate sheet provided. The total time shall be one hour for the written test.

**Vive-voce will be of 10 marks as follows:-**

1. Personality -3 Marks
2. Qualification & Experience -4 Marks
3. Knowledge relating to local dialect and other aspects including judicial system concerning State of HP -3 Marks

Provided that Class-IV Court officials serving in the Division who have passed at least 10+2 examination shall be permitted to compete under this mode

**ANNEXURE-B**

Space for passport  
size photo duly attested

**APPLICATION FORMAT**

Adv. No. \_\_\_\_\_ Dated \_\_\_\_\_

Post applied for \_\_\_\_\_ (mention year) Dated: \_\_\_\_\_

To

The Registrar General,  
High Court of Himachal Pradesh,  
Shimla - 171 001.

Name of the candidate(In capital letters) \_\_\_\_\_ Gender M ☐ F ☐

Son/daughter/wife of Shri \_\_\_\_\_

Date of Birth(DD/MM/YY) (In words and figures) \_\_\_\_\_

Qualification( Matric onwards): *(attach attested photocopies)*

Sr. No.	Name of Exam Passed	Year of passing	Board/University	%age of marks	Subjects

5. Professional/Vocational Course, if any:-

6. If in service; give details as under:-

Name of office where working	Post on which working/ worked	Duration of service		Pay scale	Present basic pay
		from	to		

7. Permanent Address:

(Mention PIN code also)

8. E-Mail Address \_\_\_\_\_ Phone No. i (Landline) \_\_\_\_\_  
ii (Mobile) \_\_\_\_\_

9. Address for correspondence:

(Mention PIN code also)

10. Category to which belongs/applied for :

Gen. SC ST OBC otho.Handicapped

☐ ☐ ☐ ☐ ☐

11. Whether bonafide/ domicile of HP or not.

Y	N
---	---

12. Unique Identity Card No./ADHAR Card No. \_\_\_\_\_

13. Details of Fees:-

IPO/DD No. \_\_\_\_\_, dated: \_\_\_\_\_

Payable at \_\_\_\_\_

Note: Extra photograph duly attested by competent authority.

Signature of the candidate(for the use of office)CHECK LIST

1. Self addressed envelop

☐

2. One spare attested Photograph.

☐

3. IPOs/DD

☐
Signature of the authorised officer of the  
Registry with designation and date

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**HIGH COURT OF HIMACHAL PRADESH, SHIMLA-171001****NOTIFICATION***Shimla, the 22nd March, 2013*

**No. HHC/Admn. 6(23)/74-XIV.**—Hon'ble the Acting Chief Justice in exercise of the power vested in him under Rule 2 (32) of Chapter 1 of H.P. Financial Rules, 2009 has been pleased to declare the Civil Judge (Junior Division)-cum-JMIC, Court No. 2, Paonta Sahib as Drawing and Disbursing Officer in respect of the Court of Civil Judge (Senior Division)-cum-JMIC, Court No. 1, Paonta Sahib and also the Controlling Officer for the purpose of T.A. etc. in respect of establishment attached to the aforesaid Court under head "2014 Administration of Justice" during leave period of Shri Parvinder Singh Arora, w.e.f. 3.4.2013 to 12.4.2013 with permission to suffix Second Saturday, Sunday and gazetted holiday falling on 13.4.2013 to 15.4.2013 or until he returns from leave.

**BY ORDER,****REGISTRAR GENERAL.**

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**HIGH COURT OF HIMACHAL PRADEESH AT SHIMLA-171001****NOTIFICATION***Shimla, the 22nd March, 2013*

**No. HHC/GAZ/14-269/2003.**—Hon'ble the Acting Chief Justice has been pleased to grant 10 days' earned leave w.e.f. 3.4.2013 to 12.4.2013 with permission to suffix Second Saturday, Sunday and gazetted holiday falling on 13.4.2013 to 15.4.2013 in favour of Shri Parvinder Singh Arora, Civil Judge (Senior Division)-cum-JMIC, Court No.1, Paonta Sahib, District Sirmaur, H.P.

Certified that Shri Parvinder Singh Arora is likely to join the same post and at the same station from where he proceeds on leave, after expiry of the above period of leave.

Also certified that Shri Parvinder Singh Arora would have continued to hold the same post of Civil Judge (Senior Division)-cum-JMIC, Court No.1, Paonta Sahib, District Sirmaur, H.P., but for his proceeding on leave for the above period.

**BY ORDER,****REGISTRAR GENERAL.**

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**HIGH COURT OF HIMACHAL PRADEESH AT SHIMLA-171001****NOTIFICATION***Shimla, the 22nd March, 2013*

**No. HHC/GAZ/14-265/2003.**—Hon'ble the Acting Chief Justice has been pleased to grant 11 days' earned leave w.e.f. 2.4.2013 to 12.4.2013 with permission to suffix Second Saturday,



Sunday and gazetted holiday falling on 13.4.2013 to 15.4.2013 in favour of Dr. Abira Basu, Civil Judge (Senior Division)-cum-JMIC, Court No.1, Hamirpur, H.P.

Certified that Dr. Abira Basu is likely to join the same post and at the same station from where she proceeds on leave, after expiry of the above period of leave.

Also certified that Dr. Abira Basu would have continued to hold the same post of Civil Judge (Senior Division)-cum-JMIC, Court No.1, Hamirpur, H.P., but for her proceeding on leave for the above period.

**BY ORDER,**

**REGISTRAR GENERAL.**

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**HIGH COURT OF HIMACHAL PRADESH, SHIMLA-171001**

**NOTIFICATION**

*Shimla, the 22nd March, 2013*

**No. HHC/Admn. 3 (328)/92.**—14 days' earned leave on and w.e.f 04.04.2013 to 17.04.2013 is hereby sanctioned in favour of Shri Suresh Dhameja, Court Master of this Registry.

Certified that Shri Suresh Dhameja is likely to join the same post and at the same station from where he proceeds on leave after the expiry of the above leave period.

Certified that Shri Suresh Dhameja would have continued to officiate the same post of Court Master but for his proceeding on leave.

**BY ORDER,**

**REGISTRAR GENERAL.**

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**HIGH COURT OF HIMACHAL PRADESH, SHIMLA-171 001**

**NOTIFICATION**

*Shimla, the 23rd March, 2013*

**No. HHC/15-26/Jus/Acctt/2004.**—It is hereby notified that Hon'ble Mr. Justice Deepak Gupta, Judge, High Court of Himachal Pradesh, who has been appointed as Chief Justice of Hon'ble High Court of Tripura, vide Government of India, Ministry of Law and Justice, Notification No. K-13018/01/2013-US. I dated 19.3.2013, ceased to perform the duties of the office of the Judge of this High Court with effect from 23rd March, 2013 (forenoon).

**BY ORDER,**

**(C. B. BAROWALIA),  
REGISTRAR (SJ & Judl.).**

**HIGH COURT OF HIMACHAL PRADESH SHIMLA****NOTIFICATION***Shimla, the 25th March, 2013*

**No. HHC/15-32/Jus/Acetts/2006.**—It is hereby notified that Hon'ble Mr. Justice Vinod Kumar Ahuja, Judge has relinquished the charge of the Office of Judge, High Court of Himachal Pradesh, in the forenoon of 24th March, 2013, on attaining the age of superannuation.

**BY ORDER,  
(C. B. Barowalia),  
Registrar (SJ&Judl.).**

**प्रारम्भिक शिक्षा विभाग  
(शिक्षा-सी)**

अधिसूचना

शिमला-2, 16 मार्च, 2013

**ई.डी.एन-सी-एफ(10)-8/2009-एल.**—हिमाचल प्रदेश की राज्यपाल, निःशुल्क और अनिवार्य बाल शिक्षा का अधिकार अधिनियम, 2009 की धारा 38 द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए, अधिसूचना संख्या ई.डी.एन-सी-एफ(10)-8/2009-एल, तारीख 5 मार्च, 2011 द्वारा अधिसूचित और राजपत्र, हिमाचल प्रदेश संख्या 252/गजट/2011-08/03/2011 में प्रकाशित हिमाचल प्रदेश निःशुल्क और अनिवार्य बाल शिक्षा का अधिकार नियम, 2011 में और संशोधन करने के लिए निम्नलिखित नियम बनाती है, अर्थात् :-

**1. संक्षिप्त नाम और प्रारम्भ.**—(1) इन नियमों का संक्षिप्त नाम हिमाचल प्रदेश निःशुल्क और अनिवार्य बाल शिक्षा का अधिकार (प्रथम संशोधन) नियम, 2013 है ।

(2) ये नियम राजपत्र, हिमाचल प्रदेश में प्रकाशित किए जाने की तारीख से प्रवृत्त होंगे ।

**2. नियम 5 का संशोधन.**—हिमाचल प्रदेश निःशुल्क और अनिवार्य बाल शिक्षा का अधिकार नियम, 2011 के नियम 5 के पश्चात् निम्नलिखित नए नियम 5-क और नियम 5-ख अन्तः स्थापित किए जाएंगे, अर्थात् :-

**“नियम 5-क पृथक्करण का निषेध, छात्रों का विभेद और उनके प्रवेश की रीतियां.**—(1) अधिनियम की धारा 2 के खंड (ढ) के उप-खंड (iii) और (iv) में निर्दिष्ट विद्यालय सुनिश्चित करेंगे कि हिमाचल प्रदेश निःशुल्क और अनिवार्य बाल शिक्षा का अधिकार नियम, 2011 के नियम (2) के उपनियम (1) के खंड (ड) और (च) के साथ पठित अधिनियम की धारा 12 की उपधारा (1) के खंड (ग) के अनुसरण में प्रविष्ट बालक, किसी भी रीति में जैसी भी हो, अन्य बालकों से कक्षाओं में पृथक् नहीं किए जाएंगे, न ही उनकी कक्षाएं अन्य बालकों के लिए आयोजित कक्षाओं से भिन्न स्थानों और समय पर लगाई (आयोजित) की जाएंगी ।

(2) अधिनियम की धारा 2 के खंड (ढ) के उपखंड (iii) और (iv) में निर्दिष्ट विद्यालय यह सुनिश्चित करेंगे कि हिमाचल प्रदेश निःशुल्क और अनिवार्य बाल शिक्षा का अधिकार नियम, 2011 के नियम 2 के उपनियम (1) के खंड (ड) और (च) के साथ पठित अधिनियम की धारा 12 की उपधारा (1) खंड (ग) के अनुसरण में प्रविष्ट बालकों के साथ समबद्ध विद्यालय में बाकी बालकों से हकदारियों और प्रसुविधाओं, जैसे

पाठ्य पुस्तकों, वर्दियों, पुस्तकालय एवं सूचना तथा संचार प्रौद्योगिकी सुविधा, पाठ्यक्रमेतर गति विधियों, खेलों तथा विद्यालय में अन्य गतिविधियों से सम्बन्धित किसी भी रीति में विभेद नहीं किया जाएगा।

(3) नियम 4 के उप नियम (1) में यथा यथाविनिर्दिष्ट पड़ोस के क्षेत्र या सीमाएं, धारा 12 की उपधारा (1) के खण्ड (ग) के अनुसरण में किए गए प्रवेश को लागू होंगी :

परन्तु अधिनियम की धारा 2 के खंड (ढ) के उपखंड (iv) में निर्दिष्ट किसी विद्यालय से कमजोर वर्ग और अलाभित समूह से सम्बन्धित पच्चीस प्रतिशत छात्रों को प्राथमिक-पूर्व कक्षाओं में भी, यदि ऐसा विद्यालय अन्यथा ऐसी कक्षाओं में छात्रों को प्रवेश दे रहा है, प्रवेश देना अपेक्षित होगा।

(4) अधिनियम और तद्धीन बनाए गए नियमों में अन्तर्विष्ट उपबंधों के अनुसरण में विद्यालय द्वारा कमजोर वर्ग और अलाभित समूह से सम्बन्धित बालकों के समस्त प्रवेश, विद्यालय द्वारा स्वयं केवल विद्यालय स्तर पर ही किए जाएंगे। ऐसे माता-पिता जो किसी विद्यालय में पच्चीस प्रतिशत के अधीन विकल्प देते हैं, उसी विद्यालय में खुले कोटा हेतु आवेदन करने के लिए पात्र नहीं होंगे। यदि आवेदकों की संख्या, किसी विद्यालय द्वारा अधिसूचित स्थानों से अधिक है, तो प्रविष्ट किए जाने वाले छात्रों का चयन, यादृच्छिकीकरण या लॉटरी पद्धति के आधार पर किया जाएगा, जो ऐसे छात्रों के माता-पिता और उप निदेशक, प्रारम्भिक शिक्षा के किसी प्रतिनिधि या, यथास्थिति, जिला और/या सम्बद्ध खंड के खंड प्रारम्भिक शिक्षा अधिकारी की उपस्थिति में आयोजित किया जाएगा।

**स्पष्टीकरण:**—कमजोर वर्ग और अलाभित समूह से सम्बन्ध न रखने वाले शेष पचहत्तर प्रतिशत छात्रों को प्रवेश, अधिनियम की धारा 13 और तद्धीन भारत सरकार या राज्य सरकार द्वारा समय समय पर जारी दिशा निर्देशों के अनुसार किया जाएगा।

(5) प्रवेश इत्यादि के बारे में विद्यालय प्राधिकारी के विनिश्चय से व्यथित कोई पक्षकार, अपनी शिकायत, उपनिदेशक प्रारम्भिक शिक्षा प्रख्यात शिक्षाविद् और अधिनियम की धारा 2 के खंड (ढ) के उपखंड (iv) में निर्दिष्ट विद्यालय के किसी प्रतिनिधि से गठित, प्रत्येक जिला के लिए तीन सदस्यीय समिति के समक्ष दायर कर सकेगा। ऐसी समिति का विनिश्चय विद्यालय पर बाध्य होगा। ऐसे विद्यालय के प्रबंधन द्वारा, ऐसे विनिश्चय की अननुपालना, अधिनियम की धारा 13 के खंड (2) के उपखंड (क) और (ख) के अधीन कार्यवाही के लिए दायी होगी।

(6) इस नियम के प्रयोजन हेतु, प्रथम अपील प्राधिकारी, निदेशक प्रारम्भिक शिक्षा होगा और अन्तिम अपील प्राधिकारी, शिक्षा का अधिकार अधिनियम के अधीन अधिसूचित शिक्षा का अधिकार संरक्षण प्राधिकारी होगा।

(7) अधिनियम की धारा-2 के खंड (ढ) के उपखंड (iv) में निर्दिष्ट विद्यालय, प्रवेश प्रक्रिया से एक माह पूर्व, अधिनियम के अधीन आरक्षित स्थानों की संख्या को, अपनी वेबसाईट पर आख्यापित करेगा और मुख्य द्वार के सूचना पट्ट पर प्रदर्शित करेगा।

नियम 5—ख अधिनियम की धारा 12 की उपधारा (2) के प्रयोजन हेतु राज्य सरकार द्वारा प्रति-बालक व्यय की प्रतिपूर्ति।

(1) राज्य सरकार द्वारा प्रति-बालक व्यय, निम्नलिखित सूत्र के अनुसार संगणित किया जाएगा।

(क) **प्राथमिक कक्षाओं (I-V) के लिए :** राज्य सरकार द्वारा पूर्ववर्ती वित्तीय वर्षों के लिए राजकीय प्राथमिक विद्यालयों के प्राथमिक विद्यालय अध्यापकों पर किए गए औसतन वेतन व्यय को, राज्य में पूर्ववर्ती पांच वर्षों में राजकीय प्राथमिक विद्यालयों में छात्रों की औसतन संख्या द्वारा विभाजित किया जाएगा।

(ख) **उच्चतर प्राथमिक कक्षाओं (VI-VIII) के लिए:**—राज्य सरकार द्वारा पूर्ववर्ती पांच वर्षों के लिए राजकीय माध्यमिक, उच्च व वरिष्ठ माध्यमिक विद्यालयों में कार्यरत स्नातक अध्यापकों, भाषा अध्यापकों, शास्त्री,

शारीरिक शिक्षा अध्यापकों, कला अध्यापकों के वेतन पर किए गए औसतन वेतन व्यय को, पूर्ववर्ती पांच वर्षों में राजकीय विद्यालयों (कक्षा VI-X) में छात्रों की औसतन संख्या द्वारा विभाजित किया जाएगा।

अधिनियम की धारा 2 के खंड (ढ) के उपखंड (iv) में निर्दिष्ट प्रत्येक विद्यालय, कमजोर वर्ग और अलाभित समूह से सम्बन्धित पच्चीस प्रतिशत छात्रों की बावत अपना दावा शैक्षणिक वर्ष में प्रथम किश्त के लिए 31 जुलाई तक, और अन्तिम किश्त के लिए 31 जनवरी तक सम्बद्ध उपनिदेशक प्रारम्भिक शिक्षा या खंड प्रारम्भिक शिक्षा अधिकारी को प्रस्तुत करेगा। सम्बद्ध उपनिदेशक प्रारम्भिक शिक्षा या खंड प्रारम्भिक शिक्षा अधिकारी, ब्यौरों को सत्यापित करने के पश्चात् शैक्षणिक वर्ष के दौरान इलैक्ट्रॉनिक अन्तरण के माध्यम से विद्यालय द्वारा अनुरक्षित पृथक बैंक खाते में दो किस्तों में, ऐसे विद्यालयों को देय संदाय का अन्तरण कराये।

(3) पचास प्रतिशत की प्रथम किश्त की प्रतिपूर्ति, सितम्बर मास में की जाएगी और अतिशेष की प्रतिपूर्ति ऐसे छात्रों की न्यूनतम अस्सी प्रतिशत की उपस्थिति के अध्यधीन और विद्यार्थी संचित अभिलेख (रिकार्ड) के प्रतिधारक के सत्यापन के पश्चात्, प्रत्येक वर्ष मार्च माह में की जाएगी।

(4) राज्य सरकार सितम्बर मास में आगामी शैक्षणिक वर्ष के लिए, प्रत्येक दो वर्ष के पश्चात्, प्रति छात्र व्यय का निर्धारण करने के लिए निदेशक प्रारम्भिक शिक्षा, राज्य परियोजना निदेशक (एस. एस. ए.) और संयुक्त नियंत्रक (वित्त एवं लेखा) एस. एस. ए. से समाविष्ट एक समिति का गठन करेगी।

(5) राज्य सरकार किसी रकम की प्रतिपूर्ति नहीं करेगी, यदि पड़ोस के सरकारी विद्यालय में किसी बालक का स्थान (सीट) रिक्त रह जाता है।

आदेश द्वारा,  
हस्ताक्षरित/—  
सचिव (प्रारम्भिक शिक्षा)।

*[Authoritative English text of this Department Notification No. EDN-C-F(10)-8/2009-L, dated 16-03-2013 as required under clause (3) of Article 348 of the Constitution of India.]*

## ELEMENTARY EDUCATION DEPARTMENT (Education-C)

### NOTIFICATION

*Shimla-171002, the 16th March, 2013*

**EDN-C-F(10)-8/2009-L.**—In exercise of the powers conferred by section 38 of the Right of Children to Free and Compulsory Education Act, 2009 the Governor of Himachal Pradesh is pleased to make the following rules further to amend the “Right of Children to Free and Compulsory Education, Himachal Pradesh Rules, 2011” notified vide Notification number EDN-C-F(10)-8/2009-L, dated 5th March, 2011 and published in the Rajpatra Himachal Pradesh vide No. 252/GAZETTE/2011-08/03/2011; namely:—

**1. Short title and Commencement.**—(1) These rules may be called the Right of Children to Free and Compulsory Education, Himachal Pradesh(First amendment) Rules, 2013.

(2) They shall come into force from the date of their publication in the Rajpatra, Himachal Pradesh.

**2. Amendment of rule-5.**—After rule-5 of the Right of Children to Free and Compulsory Education Himachal Pradesh Rules, 2011, the following new rules 5 A and 5 B shall be inserted, namely:—

**“5-A. Prohibition of segregation, discrimination of students and manners of admission thereof.**—(1) The school referred to in sub-clauses (iii) and (iv) of clause (n) of section 2 of the Act shall ensure that children admitted in pursuance of clause (c) of sub section(1) of section 12 of the Act read with clauses (e) and (f) of sub rule(1) of rule(2) of the Right of Children to Free and Compulsory Education, Himachal Pradesh Rules, 2011 shall not be segregated in any manner whatsoever from other children in the classrooms nor shall their classes be held at laces and timings different from the classes held for other children.

(2) The school referred to in sub-clauses (iii) and (iv) of clause (n) of section 2 of the Act shall ensure that children admitted in pursuance of clause(c) of sub section (1) of section 12 read with clauses (e) and (f) of sub rule (1) of rule (2) of the Right of Children to free and Compulsory Education Himachal Pradesh Rules, 2011 shall not be discriminated from rest of the children in the concerned school in any manner pertaining to entitlements and facilities such as text books, uniforms, library and Information and Communication Technology facility, co-curricular activities, sports and other activities in the school.

(3) The areas or limits of neighborhood as specified in sub rule(1) of rule 4 shall apply to admission made in pursuance of clause (c) of sub section (1) of section 12:

Provided that any school referred to in sub-clause (iv) of clause(n) of section 2 of the Act shall also be required to admit 25% students belonging to weaker section and disadvantaged group even in pre-primary classes if such school is otherwise admitting students in such classes.

(4) All admissions of the children belonging to weaker section and disadvantaged group done by the school in pursuance to the provisions contained in the Act and Rules made there under shall be done by the school itself at the school level only. Parents, who opt for a school under 25% quotas, shall not be eligible to apply for open quota in the same school. In case, the number of applicants is more than the seats notified by a school, the selection of the students to be admitted shall be on the basis of randomization or lottery system which shall be held in the presence of parents of such students and a representative of Deputy Director of Elementary Education or Block Elementary Education officer of the district and/ or block concerned as the case may be.

**Explanation.**—Admission to the remaining 75% students not belonging to weaker section and disadvantaged group shall also be made as per section 13 of the Act and the Guidelines issued there under by the Government of India or the State Government from time to time.

(5) Any aggrieved party with the decision of school authority regarding the admission etc. may file a complaint before a three member Committee for every District consisting of Deputy Director of Elementary Education, prominent educationist and a representative of the school referred in sub-clause (iv) of clause (n) of section 2 of the Act. The decision of such committee shall be binding on the school. Non-compliance of such decision by the management of such school shall be liable for action under sub-clauses (a) and (b) of clause (2) of section 13 of the Act.

(6) For the purpose of this rule, the first Appellate Authority shall be the Director of Elementary Education and the final Appellate Authority shall be the Right to Education Protection Authority notified under the Right to Education Act.

(7) The School referred in sub-clause (iv) of clause (n) of section 2 of the Act shall announce the number of seats reserved under the Act on their website and deployed on front gate notice board before one month of the admission process.

**5-B. Reimbursement of per-child expenditure by the State Government for the purpose of sub section (2) of section 12 of the Act.**—(1) The per-child expenditure by the State Government shall be calculated as per following formula:—

(a) **For Primary classes (I-V).**—Average salary expenditure made by the State Government on the Primary School teachers of Government Primary Schools for the past five financial years divided by the average number of students in the Government Primary Schools in the State for the past five years.

(b) **For upper Primary classes (VI-VIII).**—Average salary expenditure made by the State Government on the salary of TGTs, L.Ts, Shastries, PETs, D.Ms working in Government Middle, High and Senior Secondary schools for the past five years divided by average number of students in the Government schools ( from class VI to X) for the past five years.

(2) Every school referred in sub-clause (iv) of clause (n) of section 2 of the Act shall submit its claim with respect to 25% students belonging to weaker section and disadvantaged group by 31st July for the first installment and 31st January for the final installment of the academic year to the concerned Deputy Director of Elementary Education or Block Elementary Education officer. The concerned Deputy Director of Elementary Education officer or Block Elementary Education officer after verifying the details shall transfer the payment due to such schools through electronics transfer to a separate bank account maintained by the school in two installments during the academic year.

(3) The first installment of 50% shall be reimbursed in the month of September and balance shall be reimbursed in the month of March every year after verification of the retention and attendance of such children subject to a minimum of 80% and the pupil cumulative record.

(4) The State Government shall constitute a committee comprising of Director, Elementary Education, State Project Director (SSA) and Joint Controller (F&A), SSA to assess the per child expenditure after every two years for the next academic year in the month of September.

(5) The State Government shall not reimburse any amount if any student seat remains vacant in the neighbourhood Government school”.

By order,  
Sd/-  
*Secretary (Elementary Education).*

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**HIMACHAL PRADESH VIDHAN SABHA SECRETARIAT****NOTIFICATION***Shimla-4, the 7th March, 2013*

**No. 8A07/2012-VS.**—In continuation to this Office Notification No. 8A-7/2012-VS dated 2nd March, 2013 the Hon'ble Speaker, Himachal Pradesh Vidhan Sabha is pleased to nominate the following Press Representatives to the Press Gallery Committee of Himachal Pradesh Vidhan Sabha for the year 2013-14 with immediate effect :-

- |    |  |                |
|----|--|----------------|
| 1. | Dr. Rajeev Patharia,<br>State Bureau Chief | Punjab Kesari  |
| 2. | Smt. Archana Phull,<br>Bureau Chief        | Daily Post     |
| 3. | Shri Anand Bodh<br>Special Correspondent   | Times of India |

**Secretary,  
H.P. Vidhan Sabha**

**आबकारी एवं कराधान विभाग****अधिसूचना**

शिमला-171002, 26 मार्च, 2013

**संख्या ई0एक्स0एन0-एफ(1)-1/2013.**—हिमाचल प्रदेश की राज्यपाल, हिमाचल प्रदेश पथकर अधिनियम, 1975 (1975 का अधिनियम संख्यांक 9) की धारा 6 के अधीन उनमें निहित शक्तियों का प्रयोग करते हुए, प्रथम अप्रैल, 2013 से निम्नलिखित स्थानों पर अधिनियम के प्रयोजनों को कार्यान्वित करने के लिए बैरिअर की स्थापना के आदेश देती हैं: —

क्रम संख्या	जिला का नाम	स्थान जहां पर बैरिअर स्थापित किया जाना है ।
1.	राजस्व जिला नूरपुर	1. जम्मू-कांगड़ा सड़क पर नाकी चौक । 2. मिरथल सड़क, काठगढ़ । 3. स्नेहर-स्थाना-गगीर सड़क
2.	बिलासपुर	1. बस्ती-श्री नैना देवी सड़क पर शैला घोड़ा ।
3.	ऊना	1. गगरेट आर.टी.ओ. बैरिअर के नजदीक । 2. पण्डोगा बार्डर पर एल-14 वैण्ड पर ।
4.	राजस्व जिला बद्दी	1. खुदा-बक्श चौक, कालू झण्डा ।

हिमाचल प्रदेश की राज्यपाल, पूर्वोक्त धारा के अधीन उनमें निहित शक्तियों का प्रयोग करते हुए, प्रथम अप्रैल, 2013 से निम्नलिखित स्थानों पर से बैरिअर हटाने का भी आदेश देती हैं: —

क्रम संख्या	जिला का नाम	स्थान जहां से बैरिअर को हटाया जाना है ।
1.	राजस्व जिला नूरपुर	1. स्नेहर-स्थाना सड़क पर स्थाना ।
2.	ऊना	1. गगरेट । 2. पण्डोगा ।
3.	राजस्व जिला बद्दी	1. नानकपुर,—कालू झण्डा ।

आदेश द्वारा,  
हस्ता0/—  
प्रधान सचिव (आबकारी एवं कराधान)।

*[Authoritative English text of this Department Notification No. EXN-F(1)-1/2013, dated 26<sup>th</sup> March 2013 as required under clause(3) of Article 348 of the Constitution of India].*

## EXCISE AND TAXATION DEPARTMENT

### NOTIFICATION

*Shimla-171002, 26th March, 2013*

**File No. EXN-F (1)-1/2013.**—In exercise of the powers vested in her under Section 6 of the Himachal Pradesh Tolls Act, 1975 (Act No. 9 of 1975), the Governor of Himachal Pradesh, is pleased to order the establishment of barriers for the purpose of the Act at the following places with effect from 1st April, 2013:-

Sr. No.	Name of the District	Names of the places at which Toll Barriers are established.
1.	Revenue District Nurpur	1. Nakki Chowk on Jammu-Kangra Road. 2. Mirthal Road, Kathgarh. 3. Sanehar-Sathana-Gagir Road
2.	Bilaspur	1. Shailaghora on Bassi-Shri Naina Devi Road.
3.	Una	1. Gagret near R.T.O. Barrier 2. L-14 vend Pandoga Border.
4.	Revenue District Baddi	1. Khuda-Baksh Chowk Kallu-Zhanda



The Governor of Himachal Pradesh, in exercise of the powers vested in her under the Section ibid, is further pleased to remove the barrier at the following places with effect from 1st April, 2013:—

Sr. No.	Name of the District	Place at which barrier is to be removed.
1.	Revenue District Nurpur	1. Sathana at Sanehar-Sathana Road
2.	Una	1. Gagret 2. Pandoga
3.	Revenue District Baddi	1. Nanakpura Kallu-Zhanda

By Order,

Principal Secretary (E&T) to the  
Government of Himachal Pradesh

आबकारी एवं कराधान विभाग

अधिसूचना

शिमला-171002, 26 मार्च, 2013

**संख्या: ई0एक्स0एन0-एफ(1)-1/2013(i).**—हिमाचल प्रदेश की राज्यपाल, हिमाचल प्रदेश पथकर अधिनियम, 1975 (1975 का अधिनियम संख्यांक 9) की धारा 3-क की उपधारा (1) के अधीन, उनमें निहित शक्तियों का प्रयोग करते हुए, प्रथम अप्रैल, 2013 को ऐसी तारीख के रूप में विनिर्दिष्ट करती हैं, जिससे वित्तीय वर्ष 2013-2014 (01-04-2013 से 31-03-2014 तक) के लिए किसी भी सड़क अवसंरचना के उपर से जाने वाले यान्त्रिक यानों पर पूर्वोक्त अधिनियम की धारा 3 के अधीन उद्गृहीत पथकर के संग्रहण का अधिकार, नीलामी द्वारा या निविदाएं मंगवाकर या दोनों के संयोजन से या किसी अन्य पद्धति से, जो राजस्व के हित में समीचीन समझी जाए, किसी व्यक्ति का पट्टे पर दिया जाएगा ।

अतः हिमाचल प्रदेश की राज्यपाल, यह भी आदेश करती हैं कि पट्टे के निबन्धन और शर्तें ऐसी होंगी, जैसी आबकारी एवं कराधान आयुक्त, हिमाचल प्रदेश द्वारा राज्य सरकार के अनुमोदन के अध्याधीन पृथक्: अवधारित की जाएं ।

आदेश द्वारा,  
हस्ता0/—  
प्रधान सचिव (आबकारी एवं कराधान)।

*[Authoritative English text of this Department Notification No. EXN-F(1)-1/2013(i), dated 26<sup>th</sup> March, 2013 as required under clause (3) of Article 348 of the Constitution of India].*

## EXCISE AND TAXATION DEPARTMENT

### NOTIFICATION

*Shimla-171002, 26th March, 2013*

**File No. EXN-F (1)-1/2013(i).**—In exercise of the powers vested in her under sub-section (1) of Section 3-A of the Himachal Pradesh Tolls Act, 1975 (Act No. 9 of 1975), the Governor of Himachal Pradesh is pleased to specify 1st April, 2013, as a date with effect from which the right to collect toll levied under Section 3 of the Act *ibid*, on mechanical vehicles passing over any road infrastructure, for the financial year 2013-14( W.e.f. 01-04-2013 to 31-03-2014), shall be leased out as per the provisions of the Section *ibid*, to a person by auction or by calling tenders or combination of both or any other mode which is considered expedient in the interest of revenue.

The Governor of Himachal Pradesh is further pleased to order that the terms and conditions of the lease shall be such as may be determined separately by the Excise and Taxation Commissioner, Himachal Pradesh with the approval of the State Government.

By order,

Sd/-

*Principal Secretary (E&T).*